Tools & Technology

This section provides information on what technological tools you might utilize to meet the goals and objectives you laid out during the planning phase.

The technological platforms for hosting virtual gatherings are constantly evolving and improving, so these recommendations are by no means comprehensive but rather provide a few tips on which platforms have worked well for women in agriculture programs in 2020. Many tools mentioned below can also be combined and integrated across platforms to enhance the user experience.

“We also had to learn the ins and outs of the Zoom platform, ensure security via registration, build curriculum appropriate to the online setting, and test out how to play videos within Zoom meetings to replace the hands-on components of in-person events.”

- Caitlin Joseph, AFT
Webinar or Meeting?

What type of Virtual Learning Session is best for your event?

- How many registrants do you expect?
  - >20
  - <20

- How many presenters/experts will be sharing information?
  - 3+
  - 1-2

- How much time do you have available for the event?
  - 60-90 min
  - 2+ hours

- How will your presenter/experts deliver their message?
  - Power Point/Lectures
  - Dialogue/Demos/Tours

- What level of participation do you want to achieve between presenters and registrants?
  - None - Basic Q&A
  - Involved Discussion

MEETING-
A small group, discussion based session ideal for sharing ideas and details through 2 way dialogue.

WEBINAR-
A session for larger groups with multiple presenters, power points, and 1 directional information sharing.
## Platforms

<table>
<thead>
<tr>
<th>When you need to...</th>
<th>Platforms you could use:</th>
<th>Available Tutorials</th>
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<tbody>
<tr>
<td>Capture input before &amp; between meetings</td>
<td>Google Forms</td>
<td><a href="https://www.youtube.com/watch?v=BtoOHhA3aPQ&amp;ab_channel=Simpletivity">https://www.youtube.com/watch?v=BtoOHhA3aPQ&amp;ab_channel=Simpletivity</a></td>
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<td></td>
<td>Microsoft Forms</td>
<td><a href="https://www.youtube.com/watch?v=BOoTBzHM4fQ&amp;ab_channel=CollaborationCoach">https://www.youtube.com/watch?v=BOoTBzHM4fQ&amp;ab_channel=CollaborationCoach</a></td>
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<td></td>
<td>1000 minds</td>
<td>Online suite of tools and processes to help individuals and groups with their Decision-Making, and to understand people’s preferences via Conjoint Analysis. - <a href="https://www.1000minds.com/">https://www.1000minds.com/</a></td>
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<td></td>
<td>PollEverywhere</td>
<td>Great for engagement to show where folks are on a map, polls that result in bar charts, wordle responses to questions, and other polling options. Also, you can insert the polls into your PowerPoint presentation, so it is seamless and not switching between PPT to web browser and back. <a href="https://www.polleverywhere.com/">https://www.polleverywhere.com/</a></td>
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<tr>
<td>Gather &amp; interact in real-time (e.g. Learning Circles, Collaborative Meetings)</td>
<td>Zoom</td>
<td>How to prevent “Zoom bombing” in meetings - <a href="https://www.nytimes.com/2020/04/07/style/zoom-security-tips.html">https://www.nytimes.com/2020/04/07/style/zoom-security-tips.html</a></td>
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<td></td>
<td>Microsoft Teams</td>
<td>Dealing with Zoom Fatigue - <a href="https://www.vidyard.com/blog/zoom-fatigue-tips/">https://www.vidyard.com/blog/zoom-fatigue-tips/</a></td>
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<td></td>
<td>Stormz</td>
<td>Collaboration Tool for Online and In-Person Workshops - <a href="https://stormz.me/en">https://stormz.me/en</a></td>
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<tr>
<td>Deliver in-depth information, but not necessarily get in-depth feedback from the audience (i.e. Webinar or Lecture)</td>
<td>Zoom</td>
<td><a href="https://support.zoom.us/hc/en-us/articles/200917029-Getting-started-with-webinar">https://support.zoom.us/hc/en-us/articles/200917029-Getting-started-with-webinar</a></td>
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<td></td>
<td>GoTo Webinar</td>
<td><a href="https://www.youtube.com/watch?v=rl3kVf87heW&amp;ab_channel=GoToWebinar">https://www.youtube.com/watch?v=rl3kVf87heW&amp;ab_channel=GoToWebinar</a></td>
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<tr>
<td>Show a process, demonstrate an outcome, or provide hands-on experience. (i.e. Workshop, Farm Tour, Field Experience, or Demonstration)</td>
<td>Zoom (live or pre-recorded)</td>
<td>How to play a video with sound on Zoom - <a href="https://www.youtube.com/watch?v=xX8GgFkw7Ls&amp;ab_channel=EvgeniiPermiakov">https://www.youtube.com/watch?v=xX8GgFkw7Ls&amp;ab_channel=EvgeniiPermiakov</a></td>
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<td>Facebook Live</td>
<td>Schedule a live video broadcast on Facebook - <a href="https://www.facebook.com/business/help/2087325741287572?id=1123223941353904">https://www.facebook.com/business/help/2087325741287572?id=1123223941353904</a></td>
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<td>USDA Climate Hubs 360° Demonstrations</td>
<td>'As If You Were There' recordings of field tours from around the country - <a href="https://www.climatehubs.usda.gov/hubs/northeast/project/360">https://www.climatehubs.usda.gov/hubs/northeast/project/360</a></td>
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<td>Streamyard</td>
<td>This platform is free to use with paid options for certain additional features (such as removing the Streamyard logo from the livestream). - <a href="https://streamyard.com/">https://streamyard.com/</a></td>
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<td>Engage participants during meetings and webinars</td>
<td>Mural</td>
<td>Tool for real-time collaboration, organizing participant input, &amp; feedback. It helps with visual collaboration much like sticky notes / brainstorming sessions at in-person workshops. - <a href="https://www.mural.co/">https://www.mural.co/</a></td>
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<td>Icebreaker</td>
<td>Tool for facilitating virtual icebreakers - <a href="https://icebreaker.video/">https://icebreaker.video/</a></td>
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<td>Tips for ASL interpretation in Zoom - <a href="https://deafunity.org/article_interview/tips-on-using-zoom-with-a-sign-language-interpreter/">https://deafunity.org/article_interview/tips-on-using-zoom-with-a-sign-language-interpreter/</a></td>
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