

# Take Your Training Virtual

## Getting Started

- [Convert your Classroom Training to Virtual Training](#): The Association for Talent Development (ATD) has put together a few simple steps for converting your course, as well as a few common mistakes to avoid.
- [Essential Skills for Virtual Classroom Facilitators](#): Before getting started with your virtual training, review these 5 skills that will help prepare you for virtual instruction.
- [Opening a Virtual Class](#): Unsure of how to get your virtual training started? Check out these 5 strategies for getting your class going while still engaging your audience.
- [Virtual Training Q&A](#): Read ATD's Twitter chat addressing common virtual training questions. Follow the hashtag #ATDvirtualtraining for even more information and resources.

## Engaging your Audience

- [10 Ways to Keep your Online Audience Engaged](#): It can be a challenge to keep your learners engaged during a virtual training; these 10 tips will ensure people are focused on your message no matter where they are.
- [Engage your Audience During Webinars](#): Presenting a webinar requires a different strategy than an interactive training. Use this guide to help you keep your audience's attention when utilizing a webinar format.
- [The Art of Training](#): Whiteboard...polls...chats, these are just a few of the tools you can use to add that engagement component to your upcoming virtual training.
- [Virtual Presence](#): The level of participant engagement depends on the speaker. Use these techniques to enhance your virtual presence.

## How to Maximize your Virtual Presence

- [Tips for Speaking Online](#): Concerned about transitioning your in-person presentation skills to the virtual world? Here are seven practical tips for speaking to a virtual audience.
- [Pull off a Professional Video Call from Home](#): This article describes how to adjust your technology and your environment (lighting, webcam, microphone) to ensure you look and sound professional when hosting virtual training.
- [How to Look Better on Video Calls](#): It's important that people see you when you're facilitating a virtual training. Use these 11 strategies to make sure you look your best and feel confident during your presentation.

## Leveraging Zoom Capabilities for Virtual Training

- [Tips & Shortcuts for Zoom Meetings](#): As the facilitator, these Zoom shortcuts can help you lead a flawless virtual training.

- [Setting Up Zoom Breakout Rooms](#): Using Zoom's Breakout Rooms feature can give your virtual training the interaction component that is usually only seen in face-to-face training. This video provides instruction for how to set up this feature.
- [Using Breakout Rooms](#): Once you've setup your Breakout Room, use this video tutorial from Zoom to understand how to best use this feature during your training.