



## 30 Minuten Online-Moderation (German Edition)

*Josef W. Seifert, Bettina Kerschbaumer*

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Seit vielerorts stark bei den Dienstreisespesen gespart werden muss und die technischen Möglichkeiten immer besser werden, haben zahlreiche Unternehmen das Online-Conferencing für sich entdeckt. Die Vorteile liegen auf der Hand: Meetings können schnell und zeitschonend einberufen werden, eine Anreise oder die langwierige Organisation der Meeting-Infrastruktur entfallen. Dafür ist der Moderator hier besonders gefordert. Dieses Buch zeigt Ihnen, wie Sie sich auf diese Situation vorbereiten, den Ablauf einer Online-Moderation gestalten und dabei auch auf die Mitarbeit der Gruppe zählen können.

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