

# 21 ways to liven up your meetings

## GAMIFY

Gamify your meetings. Add badges, participation, incentives and level ups

## SKYPE

Take your meeting online with skype, facetime, google hangouts etc

## EAT

Just add food!

## RULES

Set ground rules together at the start of the meeting

## TEAM UP

Team up, get a topic, walk & brainstorm. Come back & share.

## QR

Add QR code to meeting material. Go on a scavenger hunt to find the information

## SPEED

Each speaker gets 90 seconds or less to present/share

## CROWDSOURCE

Have the team crowd source about the topics & come prepared to discuss.

## NO CHAIRS

Get rid of all the chairs

## FLIP

Flip the meeting. Give agenda & resources in advance. Come prepared to discuss

## INTERACT

Add interaction to the mix. Remember to give everyone a voice.

## CROSS

Do a cross department/country/globe meeting.

## BOOK CLUB

Set a book or website for the team to read and discuss it how you can apply the ideas in work

## GAMESTORM

Incorporate gamestorming techniques. See 'Gamestorming' by Dave Gray, Sunni Brown, & James Macanugo

## MODEL

Model good questioning techniques

## SEPARATE

Separate out meeting topics. Deal with them at different meetings

## CONFLICT

Encourage conflict. Read the 5 dysfunctions of a team for tips.

## INVITE

Invite people from other departments, partners, suppliers or customers in for a different perspective

## DREAM

Create teams, Each team dream about what x could be in the future with no constraints

## GO OUTSIDE

Take the meeting outside

## VARIETY

Add variety by asking different people to take the lead.