

## **Guidelines for Facilitators of Satellite Videoconferences**

### **Transcript\* of the video/audio clips**

### **The Day of the Videoconference**

#### **15. Lead them in an exercise to focus mentally and physically on learning.**

**Joan Cybela, Distance Education/Instructional Design Specialist  
University of Wisconsin-Extension:**

Research on brain compatible learning tells us that we learn much more effectively when our bodies are relaxed and our minds are alert, open and receptive to new ideas. How can we achieve that for our learners and ourselves?

You might want to shift yourself into a more comfortable position in your chair. Arms, legs and ankles uncrossed, hands rested in your lap. If you'd like to close your eyes, feel free to do that as well. As you listen to the music, feel the steady rhythm of your breath going in and out of your body. Notice that your breathing is becoming more relaxed and your mind is opening to new learning.

As you approach this state of active relaxation, you might think about what you already know about coordinating and facilitating local learning experiences for satellite videoconferences. What elements are essential for success? Allow yourself some time to reflect on what you already know about this topic. When you're ready, you might think about what you'd like to learn about successfully facilitating and coordinating satellite videoconferences in local learning experiences. Perhaps you want to become more familiar with the various tasks involved, and who might help in creating a dynamic local learning experience for your participants.

Allow yourself some time right now to reflect on what you'd like to learn about this topic. With this awareness of what you already know about site facilitation and coordination, and what you'd like to learn, know that you can revisit your thoughts at any time to help make this training experience especially meaningful to you. When you're ready, open your eyes, stretch if you like, alert your senses to what's around you and record a few of your thoughts regarding what you already know and what you'd like to learn about site coordination and facilitation. This process of writing down any thoughts that emerge is essentially alerting your mind to watch for that which you are interested in learning.

Are you feeling refreshed and more focused? That exercise only took two and a half minutes, and yet it physically and mentally helped to prepare you for quality learning. Adults lead incredibly busy lives and, with few exceptions, they arrive at our programs feeling physically and mentally stressed and unfocused. Quality learning quite simply cannot happen under those conditions, it's physiologically impossible. One very important role that you play is to assist your learners and yourself in reaching a mental and physical state of active relaxation so that quality learning can indeed occur.

\*Transcript edited for continuity and clarity.

For additional information, contact: Program Development and Evaluation, University of Wisconsin-Extension, 432 North Lake Street, Madison, WI 53706  
Telephone: (608) 262-9940  
[www.uwex.edu/ces/pdande.html](http://www.uwex.edu/ces/pdande.html)

Copyright by the Board of Regents of the University of Wisconsin System, 2000