Team Building Event Agenda

Arrivals & Mingling

- Participants arrive in the room.

- Allow them to naturally gather in groups of 2-20 people, depending on your host's Room Settings for best speaking and listening capability within. The default group size is 10.

Welcome

- Host greets the room. Make a toast or start a presentation to speak to the entire room.

Activity 1

- Host chooses and leads the room in a team building activity.

- We recommend Two Truths and a Lie or Discovery Conversations.

Activity 2

- Host chooses and leads the room in another team building activity.

- We recommend Riddle Competition, Trivia Competition, or Live Recognition.

Announcement

- Host addresses participants, encouraging them to build relationships.

Mingling

- Participants can freely move around the room, continue conversations, and bond with their teammates.

- Option to use the Photo Booth feature to take group photos.

Farewell & Departures

- Host gives closing message and has option to close the room or leave it open for people to hang out.

Scoot

Two Truths and a Lie

How it Works

- Divide the room up into small groups of 3-5 people and have them spread out around the room, establishing some distance between them.

  *Group sizes can be pre-set in the host's advanced Room Settings before opening the room.

- Each participant will think of two true statements about themself and one lie. Allow 5 minutes for everyone to get creative.

- The host will individually invite a single participant to present and share their 3 statements with the room. Adjust the Presenter Settings as needed to allow for controlled audience participation.

- Give everyone a moment to think about the statements and discuss which one they believe to be a lie with their small groups.

- When someone is confident they know which statement is a lie, they can push the 'Speak to Room' button to share, or put answers in the chat. Allow a couple different people to offer their best guesses before revealing which statement was a lie.

- The host will end the presentation and invite a new participant to present their 3 statements.

- Repeat until every participant has shared their two truths and a lie.

- End presentations and allow participants to leave their small groups and mingle freely in the room. Talk about the new things you discovered about your teammates.

End

Scoot

Discovery Conversations

How it Works

- Host will assist the room in dividing up into pairs. To get started, count the participants in the room and assign each a sequential number. EX: 1, 2, 3, and so on. If there is an odd number of participants, then the host can participate in the exercise to make the number even.

- Turn on the Compass. Have all of the odd numbers form a circle around the room starting with number 1 at point N on the compass.

- Once the odd numbers are in position, instruct all of the even numbers to pair up with an odd number at a point on the circle. Keep some distance between each pair for best speaking and listening capability.

- Host will use the Start a Conversation feature to prompt discussion. Choose from one of the existing ice breakers or create your own talking point. Each pair will converse for 2-3 minutes. Then close the conversation.

- Instruct the even numbers to rotate clockwise until everyone is paired up with a new person. Odd numbers will remain in place.

- Start another conversation by choosing or creating an ice breaker.

- Repeat this process until the even numbers have completed a full circle around the room and had conversations with each odd number.

End

Scoot

Riddle Competition

How it Works

- Divide the room up into teams of 3-6 people. Have the teams spread out around the room, establishing some distance between them.

  *Group sizes can be pre-set in the host's advanced Room Settings before opening the room.

- Each team will come up with a team name and put it in the chat box for everyone to see.

- Host begins a presentation. Adjust the Presenter Settings as needed to allow for controlled audience participation.

- Host presents the first riddle to the room. They can read it aloud and put it into the chat box, or share their screen.

- Each team will work together to solve the riddle. When they have reached an answer, a representative from their team can push the button to speak to the room. Begin your answer by stating your team's name.

- The first team to provide the correct answer earns 1 point. If no one answers correctly after 5 minutes, move on to the next riddle.

- Host will keep score. Try to get through as many riddles as you can in the allotted time.

- Host announces the winner.

End

Scoot

Trivia Competition

How it Works

- Divide the room up into a minimum of two teams. We recommend teams of 3-6 people. If you are a large group, opt for more teams rather than larger teams.

  *Group sizes can be pre-set in the host's advanced Room Settings before opening the room.

- Teams spread out around the room, establishing distance between them. Be sure none of them can hear each other. No cheating!

- Each team will come up with a name for itself. Put the team name in the chat box for everyone to see.

- Assign one person to keep score during the competition.

- Host will begin a presentation. Adjust the Presenter Settings as needed to allow for controlled audience participation.

- Each team must put their heads together and race to share the correct answer with the room before someone else does.

- Host has the option to share their screen to display the trivia questions.

- Continue playing until all of the questions have been used, or you have run out of time. Then tally up the points and announce the winner.

- Option to offer a prize for the winners.

End

Live Recognition

How it Works

- As people enter into the room, allow them to naturally form groups of up to 10 people. Make sure no one is left out or standing alone.

  *Group sizes can be pre-set in the host's advanced Room Settings before opening the room.

- Give everyone 5 minutes to think of someone (or multiple people) that they would like to give recognition to and prepare to share with the room.

- One at a time, participants will make a toast or use presentation to give pubic peer to peer recognition. Share some details on how their work impacted you and why they deserve to be acknowledged. Try to keep each toast under 2 minutes to allow time for everyone to share.

- During the live recognition, the rest of the room can give additional appreciation to the person being acknowledged by sending messages in the chat box. Seeing words of affirmation while hearing their recognition will make the person feel extra special.

- After the first recognition has ended, another person can get up there and share another recognition.

- Continue until everyone who would like to recognize a teammate has had a turn to, or until time runs out.

- While everyone is feeling grateful and appreciated, take the opportunity to capture the moment by using the photo booth feature.

End

Scoot