



Virtual Meetings

Advancing technologies such as the Internet and cloud computing are increasingly providing easily-shared, lower-cost options for exchanging information, networking and conducting business. Organizations are able to complement traditional face-to-face interactions with digital solutions that save both time and money. ORAU's virtual meeting solutions provide a platform for collaborating efficiently by sharing real-time information across geographically dispersed locations.



Why use ORAU virtual meetings?

ORAU's virtual meetings and web conferencing software can be used to support a variety of functions including:

- Webinars
- Online training
- Planning meetings
- Virtual peer reviews

These digital solutions help to reduce the cost and time associated with traditional workplace collaboration. With integrated audio and video—as well as advanced security, easy access and privacy controls—online collaboration is quickly becoming a reliable tool of choice for many organizations.

Benefits and features

- Access sessions easily without needing an additional download
- Join meetings from mobile devices
- Record sessions and store for sharing at a later date
- Remove and mute participants if necessary
- Access ORAU staff for mitigating technical difficulties
- Transmit audio and video over a Secure Socket Layer encryption
- Protect meeting information through password-protected access
- Communicate privately in a special presenter-only area
- Share files and Internet browser links with attendees
- Record attendance
- Gauge awareness through chat, Q & A, and polling features

Who could benefit from virtual meetings?

Government agencies, contractors and private-sector businesses that are:

- Interested in hosting webinars to disperse information to large audiences
- Impacted by reduced travel budgets and cannot meet face-to-face
- Planning on hosting a virtual peer review meeting
- Required to publically broadcast meetings
- Charged with rapidly deploying online training
- Interested in recording meetings for future viewing

Incorporating mission-critical virtual meeting solutions

Webinars

Using ORAU webinars, presenters can share files with attendees, track attendance numbers, and even determine how long each participant was logged-in for the event. Presenters may choose to chat with attendees through an embedded instant messaging system or use a Q&A feature to stimulate feedback when necessary.



Partially Remote Meetings

When illness, inclement weather, lack of travel funds or some other variable prevents a handful of reviewers from attending an in-person panel review, ORAU can keep the discussion moving forward by allowing that individual to participate remotely.

Virtual Collaboration and Planning

Simplify the process of long-distance collaboration by using ORAU virtual environments to facilitate discussions, confer on documents, share content, and deliberate face-to-face through high-quality video conferencing.

How to work with ORAU

ORAU is a non-profit organization and government contractor that can use a variety of contract vehicles to make contracting easy, such as U.S. **General Services Administration** (GSA Schedule) contracts or direct contracts. For more information, visit www.orau.org/contracts or contact Nicole Phillips (ORAUVirtualMeetings@orau.org or 865.574.6182).



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