

# Training Wyoming Conservation District Supervisors by Webinar



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# Info to Share

- How the Wyoming Department of Agriculture (WDA) uses technology to educate supervisors
- Basics to consider when utilizing the tools for supervisor trainings
- What we have learned



# WDA Supervisor Training

- Historically: trainings ranged from board level to regional meetings: in-person, 1 -2 trainers, Varied expenses
- Recently: Webex Software: online training
- Future: inclusion of YouTube and Social Networking Sites



# Why Use Webinar?

- Flexibility in schedule
- Decrease travel
- Reduce expenses
- Only one hour commitments
- Focus on one subject/topic at a time
- Utilize experts



# Webinar Details

- Cost and Contract: \$79/month
- Instructors
- Advertisement of classes
- Pre-registration and minimum attendees
- Webex Software notification and link
- Cancellation Procedures



# Webinar Limitations

- Requires High Speed Internet
- Requires microphone/speakers for VOIP or Conference Call
- Webex can only host 25 lines maximum
- Designate one host at a time
- No webcam



# Surveys

- Initially asks supervisors to download survey. Produced mixed results.
- Survey Monkey:  
<http://www.surveymonkey.com/>
  - free version: limited analysis
  - Contract and Cost: 1 year contract is \$200/year
  - ability to analyze data with software
  - send link with e-mail to complete



# What We Learned

- Educate and get District staff on board before beginning a training series for supervisors
- Requires marketing and reminders
- Offer training in conjunction with Board Mtgs.
- Evenings work best, but during the winter, early afternoons can work too
- Requires interaction to keep people attentive





# What We Learned

- Cell phones do not work well for conference calls
- Online Survey is a worthy investment
- Start and end on time
- Hold practice meetings to ensure power points work
- Greatly expands audience



# Location of Modules

- Wyoming Supervisor Training modules are located on the WDA website:  
<http://wyagric.state.wy.us/divisions/nrp/conservation-districts>



# Questions

