



The average American spends 40% of each workday in meetings.

Are you falling into an unproductive trap of meaningless meetings? Are members of your team struggling to participate or stay focused on mission-critical objectives?

Workspring helps you get the most out of time together. In addition to well-appointed meeting rooms, intuitive technologies, and the perfect espresso, we've crafted a program called Work Hospitality, dedicated to simplifying productivity and collaboration.

Work Hospitality shapes dynamic meeting experiences—with bite-sized insights, clear processes and protocols, hands-on tools and frameworks, and guided facilitation—to engage all participants and achieve team goals faster.



effective meetings toolkit

Need a step-by-step roadmap for your session's success? The Effective Meetings Toolkit helps meeting managers, facilitators, and participants an actionable meeting plan to drive higher performance, better outcomes, increased speed, and unforgettable team experiences.



meeting facilitation

Planning a generative meeting with lots of team-oriented ideation? Experienced facilitators will engage your group in warm-up activities, break-out sessions, brainstorming, storytelling, storyboarding, and more. Plus, enjoy 50% off the Effective Meetings Toolkit. You'll effortlessly accomplish more.



data capture

Tasked with taking great notes? Consider our Digital Note Capturing service. We turn brilliant whiteboard and flipchart ideas into actionable, shareable documents. Or try Graphic Recording with an illustrator to bring critical insights and objectives to life as you speak!



Start planning your most successful meeting ever.

Engage your team in meaningful, focused collaboration. The Effective Meetings Toolkit is filled with insightful work tools and simple strategies to drive a clear course of action.

Confident, stress-free meeting planning begins with:

- processes for creating and starting your session
- tools and techniques for idea generation, role playing, storytelling, and prototyping
- structures for capturing ideas and delegating next steps

Your team will see an instant impact on its collaboration and productivity including:

- better team participation and alignment
- increased idea generation and decision-making
- actionable outcomes
- extraordinary team experiences

Get started today! Call **800 605 9092** to schedule your next session with the Effective Meetings Toolkit.



	user guide and supplies	align and orient	extend and next steps	activity summary	idea tree	team ideation	content ideation	pitch and storyboard	cost
performance toolkit	●	●	●	●					\$109
high performance toolkit	●	●	●	●	●	●	●	●	\$189
	2x3' flipchart	4x8' whiteboard	6x12' whiteboard	custom sizes			breakout (1-3 hours)	half day (3-4 hours)	full day (4-8 hours)
data capture	\$24	\$128	\$288	\$4/ft. ²		meeting facilitation	\$250	call for info and estimate	call for info and estimate

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