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## Unlock the unique potential of each individual at work

### Transforming Virtual Meetings Programme

#### Who is it for?

Leaders who want to increase the effectiveness of meetings. Especially in this Zoom-filled 'next normal'.

#### How will it help me?

Meetings held in a Thinking Environment deliver a wide range of benefits, including:

- Produce a measurable, positive impact on KPIs
- Generate better ideas, solutions and decisions
- Create an environment in which people feel valued and equal
- Achieve resolution faster
- Give rise to greater participation and involvement from everyone
- Foster productive working relationships<sup>1</sup>

In order to sustain success, organisations must unlock the unique potential of each individual at work. Getting the best from people means getting their best thinking. This focus on enhancing how people think, rather than what people do, is essential and very different from most conventional organisational development practice.

#### During the programme we will cover the following

- Thinking Pairs™
- Dialogue
- Rounds
- Open discussions
- The Time To Think Council™
- Virtual vs in-person meetings
- Putting it together in a 'transformed meeting'

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<sup>1</sup> Research conducted by Emily Havers MSc, University of Portsmouth. This study interviewed 15 senior officers from 11 organisations on 3 continents



**Timescale:** The programme takes place over one day or two consecutive half days.

**Other programme details:**

- Facilitated by Nick Chatrath
- On Zoom, so you can join from anywhere in the world
- Course timings vary:
  - Europe time zones: Full day 0900-1600 UK time
  - Europe and eastern time zones: Two consecutive days: 0830-1145 UK time / 1630-1945 HK time
  - Americas and European time zones: 1100-1500 ET, including lunchbreak / 1600-2000 UK time
- Dates to be arranged.
- 5-8 participants; significant time given to addressing individual questions
- Transforming Meetings® is a programme developed by Time To Think Ltd, an organisation pioneered and led by Nancy Kline, author of *More Time To Think*

**Investment:**

The investment level for this course is GBP 2,500 + VAT (USD 3,177).

This covers one Transforming Meetings Programme with a maximum number of eight participants.

**How do I sign up?** Contact me at [nick.chatrath@artesiangroup.co.uk](mailto:nick.chatrath@artesiangroup.co.uk)

**Recent client comments**

*"I am not generally a fan of training. This training challenged my objectives of any meeting to aim for maximising the collective thinking and not just progressing the agenda as quickly as possible"*

Brian Wilkinson, Head of Network Development, Viva

*"Nick's Thinking Environment programme really helped my firm's thinking and makes our meetings more productive. Simple, logical, energetic and in a nice environment."*



Victor Chua, Founding Partner, Mansfield Advisors LLP

*“ I thought the session was well thought out, with a clear flow and sign posting of which areas we were focussed on with practical tips to implement the model. I also appreciated the theory, evidence or logical reasoning you gave behind why certain aspects were important and the difference it makes (e.g. people don't feel part of a meeting until they have spoken) as well as thought provoking statements (e.g. Listening to Ignite is different to listening to reply).*

*I also liked how practical the session was, we got an opportunity to put into practice the 4 building blocks, to see how easily we could practically apply it and appreciated the debrief after each one, to understand different perspectives from the group - which also gave me a greater appreciation for team dynamics. I liked too the discussion on appreciation and have now included this in most of my meetings.*

*As a facilitator, I thought you brought the best out of the group – you listened, probed to understand and reframed things so the individuals understood the concept. We were a truly mixed group, with varying experiences and exposure to this model and felt we all left with tool and techniques we could quite quickly implement. Even though I had been exposed to Thinking Pairs and Rounds before, I didn't know why it worked and got that from your session, plus exposure to Dialogue and Open Discussion which I have gone on to use too since.*

*Thank you again for a great session.”*

Darshni Sharma, Learning and Development Manager, Janssen (part of Johnson & Johnson)

*The Thinking Environment in meetings has transformed the culture of our school ... Our governor meetings were awful, but then you sorted them out and now they are delightful.*

Tracey Smith, Headteacher, New Marston Primary School



*“The most valuable experience for me was experiencing (not just hearing about) the power of appreciation. It totally transforms group’s dynamics and it is far more powerful than traditional feedback.*”

*Another valuable session was the importance of giving a full opportunity to a speaker to finish their thought. I have also discovered the power of a silence in presenting.”*

Anastasia Maximova, HR and Office Manager, Mansfield Advisors LLP

*“The training has given me new confidence to express my own thoughts and armed me with the tools to get the best out of colleagues in meetings.*

*I love the way the training graciously affirmed me, and empowered me to be a great thinker and listener.*

*The training is a revelation – and that’s because it’s so simple!”*

Andrew Dubock, Communications Manager, Viva

*“The transforming meetings programme has revolutionised the way I approach meetings. Through applying the principles and structures, we collaborate, listen and think more effectively. As a leadership team, we have all seen the benefits of adapting our approach to meetings and have agreed to adopt the principles more widely.”*

Jake Jones, Assistant Headteacher, Wheatley Park Secondary School

### **About Nick Chatrath MA MA DPhil**

As a coach or leadership trainer, Nick serves, or has recently served, Google, Johnson & Johnson, tech entrepreneurs, leaders in various leading professional services firms, members of special forces from various nations, Headteachers, politicians, stay-at-home mums and dads, students and the unemployed. In the early 2000s, Nick worked for McKinsey and then went freelance. He lives in Oxford



with his wife of 15 years and his three children. In 2017, Nick discovered Sprint Triathlon and has now made it his main sport.