VIRTUAL AND INCLUSIVE BY DESIGN: HYBRID MEETINGS BUILT FOR EVERYONE

A companion to The Meeting Reset

Trusted by: DELTA, syngenta, NC State University, U.S. Treasury Inspector General, Biogen, moderna



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Hybrid meetings where everyone gets heard, wherever and however they're joining.

The people in the room talk over the audio lag. Someone on a shaky connection gives up halfway through a sentence. The chat fills with good points nobody reads aloud, and anyone with their camera off gets counted as not participating.

This session gives hybrid teams one standard for live meetings and a clear test for which ones should go async.

For hybrid and remote teams, and anyone who runs meetings with people in more than one place.

Takeaways

- **Meeting equity and neuro-inclusive practice solve the same underlying problem: a fair shot at contributing.**
- **A Camera Norms Conversation: a brief, one-time discussion that documents what "on" and "off" mean for this specific team.**
- **When to skip the meeting entirely: a named owner, a response time, and a length cap that keep async updates from becoming a new inbox to manage.**
- **One practical standard that gives remote, in-room, and neurodivergent participants an equal shot.**
- **One meeting on the calendar, decided live: keep it synchronous, or move it async.**

Format: Breakout or training.

Pairs well with: *The Meeting Reset for a fuller program. Fully bookable on its own.*