Engagement methods: options and considerations

Face to face*

Branch all-ins
+ Larger group
+ Two-way team engagement
- More organisation required
- Potential costs

Team meetings / Toolbox talks
+ Familiar leader promotes openness
+ Group discussion and Q&A
+ Small to medium sized group
- Risk inconsistent messaging between teams

Leadership meetings
+ High level input and decision making
- Can be less frequent / limited in size and scope

Design Lab
+ SME and technical brainstorming
- Limited broader input
- Limited space/bookings

Digital

Presentations

Teleconference / Teams Audio Conference
+ Mostly reliable and simple to book
- No visual engagement
- Risk of disruptions

MS Teams (Video Meeting)
+ Easy to set up and host
+ Flexible and engaging participation
+ Can use polls in channel
- Stable network connection required

MS Teams Live Stream
+ Large audience
+ Built-in options for engagement / Q&A
- Requires IT permission and 'production team' to manage presentation

Surveys

Qualtrics Survey
+ Wide audience
+ Highly customisable
+ Robust reporting capabilities
- Requires some set up and knowledge of the system

Polls (Teams / Slido) and MS Forms
+ Easy to set up
+ Prompt audience feedback
- Limited survey complexity
- Limited reporting capability

Intranet sites / Videos / Newsletters
+ Focused message, branding and culture
- Limited interactive audience participation
- Risk of reduced exposure

Engagement methods: digital resources

Presentations

MS Teams – Audio conferencing [Desktop](#) / [Mobile](#) / [Web](#)	Up to 250 participants
[Telstra teleconference](#)	Up to 500 participants
[Free online teleconference facility](#)	Up to 1,000 participants
[MS Teams - Instant Video Meeting](#)	Up to 200 participants
[MS Teams - Scheduled Video Meeting](#)	Up to 200 participants
[MS Teams – Live Stream Event](#) (requires IT permissions)	Up to 10,000 participants

Polls and surveys

MS Teams	[Create a quick poll](#)
	[Create a form](#)
Slido	[Create a slido event](#)
	[Create a poll](#) during a slido event
Qualtrics	Speak to the [DCX digital team](#) for more information