

Conducting Virtual Site Visits

Course Number: 2206

Length: .5 Days

Primary Delivery Method: Instructor-led online (synchronous)

Alternative Delivery Methods:

Course Description

Virtualize your site visits! Using best practices from traditional site visits, this course shows participants how to carry out site visits virtually. Through simulation activities and interactive exchanges, you will gain the knowledge needed to effectively plan and facilitate virtual site visits.

Intended Audience

Federal and pass-through personnel who are responsible for the administrative, financial, or performance monitoring of grant recipients and who want to learn how to conduct site visits virtually. This includes personnel such as grants management specialists, grants officials, project officers, administrative officers, and agreement technical representatives.

Course Learning Objectives

- Demonstrate best practices for managing pre-virtual site visit tasks, coordinating with recipients regarding the agenda and documentation and handling technological contingencies.
- Exhibit best practices for conducting mid and post-site visit tasks virtually, managing meeting logistics, and emphasizing the importance of building recipient trust.

Course Additional Features

- Producer Support
- Technical Support Team
- Dedicated In-House Accessibility/Section 508 Compliance
- Student Resource Guides

All details about the Additional Features are available on this page. [Click here to Explore](#)

Course Schedule

DAY ONE	
	Administrative Details and Introductions
	Lesson 1: Planning Virtual Site Visits
	Lesson 2: Executing Virtual Site Visits

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	Course Evaluation
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Learning Methods

Individual, small-group, and large-group exercises; simulation, lecture, case study, discussion

Credits

National Association of State Boards of Accountancy (NASBA)

- Field of Study: Specialized Knowledge
- Level: Intermediate
- CPEs: 4

Professional Development Units (PDUs)

- Credits: 3

Continuous Learning Points (CLPs)

- Credits: 4

Prerequisites

Suggested

- [Introduction To Grants & Cooperative Agreements for Federal Personnel](#)
- [Monitoring Grants And Cooperative Agreements for Federal Personnel](#)
- [Subawarding for Pass-Through Entities](#)
- [Monitoring Federal Grants for Pass-Through Entities](#)

Pework

There is no prework required for this course.

Requirements for Successful Completion

Full (100%) attendance is expected and required. Successful completion of the course depends on full class attendance and active participation in individual and group exercises.

Follow-On Resources

- [Relationship Building for Successful Grants Management](#)

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- [Developing and Leveraging Risk Assessments for Grants Management](#)

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Ready to Enroll?



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<https://www.managementconcepts.com/course/id/2206>



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