**Contagious Energy • Customized Content • Motivated Audiences** 

## **CHOOSING A THEME FOR YOUR MEETING**



Choosing your theme's tagline is critical because it provides the centerpiece idea from which the meeting presenters will focus on. They must reinforce the key messages of the event that will be the clear call to action when everyone leaves. It is a challenge to continually come up with great meeting themes. I have compiled a list of some of the themes I have seen over the years for you. I hope it can help you brainstorm potential options. A few thoughts before you get to the list.

I am **Chip Eichelberger** and have been speaking professionally since 1993. Since 1966 if you count being the ringmaster at our first grade circus. If being the opening and/or closing speaker at over

**946 CONVENTIONS** and working with **Tony Robbins** for 6 years has taught me anything it is this:

### **LESS IS MORE!**

Most of the time I see the leadership forcing the meeting planner trying to put **too much information** into one event. Try to make the <u>breakout sessions shorter</u> than planned. Use the <u>ROOM SET-UP RECOMMENDATIONS</u> I suggest in that document for all meeting rooms. Make the <u>breaks longer</u> because they almost always take more time than you give them. It will give the participants more opportunities to network together and learn from each other.

Do not go more than 60 minutes without giving them the opportunity to **stand up and move** – do something! Ask them a question, have them stand and share the answer with a neighbor, write down their commitments to integrate the material, have them stand and do a quick massage and play some upbeat music, do some stretches, play a game – anything! Unless you want to lose them, do not put multiple speakers back to back

"Chip is a friend, an excellent communicator, and a man committed to constant and never-ending improvement. He has the experience to make a difference for any company."

**Tony Robbins** 



#### HAVE A CLEAR CALL TO ACTION



What do you want them to do when they leave? Use a speaker like myself to tie it all together and get the participants clear on what they will do when they leave the event.

Check out why I am uniquely qualified to close your event at **CLOSINGSPEAKER.COM** or call **CHIP EICHELBERGER** directly at 865 - 300 -2742.

# AFTER YOU HAVE SELECTED YOUR THEME, YOU CAN CREATIVELY INTERTWINE ELEMENTS OF THE THEME INTO EACH ASPECT OF YOUR MEETING:

- Create a logo, PPT template for the presenters, PPT Guidelines (ie. no busy slides, less is more on the slides)
- Choose a color scheme
- Clarify what the theme means for all presenters and what the leadership has decided to be the key messages – communicate effectively
- Send out teaser invitations by mail, email, audio and video clips
- Have your speaker record special video messages in advance to send out
- Coordinate special events, meals, experiences tied into your theme
- Look at potential teasers/gifts to be placed into the hotel rooms that can tie into your theme
- Order ad specialty items that incorporate the theme like shirts, bags, T-shirts, hats, pens, flash drives, etc. Even better, make them a surprise and deliver to their hotel room with a nice note.
- Outfit your staff with special shirts with the meeting theme logo so they stand out
- Create a follow-up program with a survey to ensure that the proper messages were received
- Consider recording key messages from the presenters for Mp3 downloads or send out a CD/DVD to rein force the messages
- Create Banners to display the theme here are some from a recent event with TDS Telecom who choose my Get Switched On! theme.



"Chip did a great job engaging our audience and instilling the "Get Switched On" theme at our kick off sales conference. We had him kick off our day and he come back that afternoon to reinforce the message through the **Board Break Experience**. Our 300 sales professionals were **excited and engaged** and we heard that it was the best sales conference ever. We will be using video clips throughout the year to remind our people to stay switched on and to focus on what they can do to make a difference in their own results. Chip brought great energy, a solid message and he engaged the audience through collaboration and discussions. The board breaking experience was the icing

on the cake – as I walk through our sales offices many have their <u>boards proudly displayed for a constant reminder</u> that **there is always a way if you remain committed!**"

Michele Falkner TDS Telecommunications, Inc. Director – Sales Operations and Effectiveness



A World of Opportunities Catalyst 201\_ A Whole New World Commitment to Excellence Accelerating the Pipeline! **Creating Customer Connections** Accelerating Growth! Creating Connections-Building Bridges...Together A Celebration of Success Creating Connections: Co-operating with Competition Challenge Yourself **ACE the Guest Experience** Champions By Design A Spectrum of Opportunities Change. Challenge. Opportunity. Ain't No Stoppin' Us Now Charting the Course All Drive - High Octane! Connect, Callaborate, Differentiate All In! **Customer Focus** All Systems Go **Cross Solving** Anything is Possible Crush It in 201! Back to the Future **Discovering Natural Treasures** Back On Top **Dedicated To Your Success Becoming Agents of Change** Develop the Possibilities Be Extraordinary Discover the Difference Beat (name of biggest competitor) Do Great Things **Better and Consistent** Don't Stop Believing **Beyond All Limits** Drive 201\_ - Leading the Way \*\*ALL OF THE BREAKTHROUGH THEMES ARE COM-**Energize Your Performance** MONLY USED WHEN I DO THE BOARD BREAK EXPERI-**ENCE** AT THE EVENT!\*\* **Evolving With Our Business Breakthrough To Excellence Breaking Barriers Everything Counts Breaking Down Barriers Breaking Out of Your Shell** Expect the Best **Breakthrough Performance Breakthrough To Excellence** Exceeding the Vision Bigger! Faster! Stronger! **Expanding the Possibilities Building a Sustainable Future Explore the Possibilities** Building on the Best **Exploring the Possibilities Building for the Future** Facing the Future - Together Facing Forward

California Dreamin' (Tie into the location of the event)

Facing the Challenges Journey To the Top Focus on Success Keep 'em Rollin Focus on the Future Leadership Next: Defying Gravity **Fusing Power and People** Leadership: Share the Vision Gaining the Edge Leadership: Precision & Performance Get Momentum Leadership Challenge Get Switched On! (My personal favorite!) Leadership Conference: Guiding the Way into the 21st Guide Their Journey: Improving Customer Service Leading the Pack Get Ready! Century Leading the Pack Get Switched On & Break Your Barriers Leading the Way Get Switched On to Your Brand **Lead Yourself** Leadership: Sharing the Vision Get the Edge Getting It Done Legendary Leadership Getting You Prepared for 201\_ Lessons \_\_\_\_\_ Live Going All In! Lighting the Future Good to Great Linking\_\_\_\_\_Together Got Momentum Go To Market (GTM) Meeting the Challenge **Growing Your Business** Making a Difference **Great Expectations** Make it Happen Higher, Faster, Stronger Make it Matter! **Historic Proportions** Make Every Connection Matter! Homecoming 201\_ Millennium: Honoring the Past, Treasuring the Present, Shaping the Future I AM THE BRAND! Moving to Mastery Its Gonna' be Great! Make the Member Connection—Mission Possible It Starts with Us Navigating the Future Igniting Team Spirit New Economy Efficiencies/Old Economy Relationships Ingenuity @ Work Next Generation Leadership Innovate, Integrate, Motivate Next Level

Operation Excellence

Now is the Time!

Innovation Integration

In It to Win It

Own It! Take Charge of Your Performance Shifting Gears - Prospering in Chaning Business Cycles People, Process & Performance Peak Performance **Success Oriented** Partners in Excellence Shoot for the Stars Prism of Possibilities Success through Synergy People, Purpose & Passion: The Pathway to Success Pump Stronger Together. Growing Together. Partners in Progress Switch It On Performance Driven Swing For the Fences Team (name of company) Pride and Performance S3 - SHARING SALES SUCCESS Play to Win Together Towards Tomorrow Portraits of Success The Challenge of Change Power of the Past – Force of the Future The Power of You The Experience Peak Performance The Pride and the Promise Powering Growth Power Meeting- Breakthrough to Excellence Takin' It to the Streets Power Up! The Power of Performance Quality Connections Ready, Set, Grow Right time - Right now The International Business Forum: Where Worlds Meet Racing to the Finish The Future is Today The Measure of Tomorrow Refuse to Lose Reinventing Yourself The Year to Remember **Rev Up Your Business** Taking Charge of Change Right Here Right Now! The Spirit of Adventure: Journey into the 21st Century Selling Beyond Price Today's Vision: Tomorrow's Reality

Selling More in 201\_! Think Big

Strategies for Success Take Action

Sell, Sell, Sell! Team Impact

Service You Can Trust Team Pride!

Sharing Solutions Understanding What's Important

Share the Vision Up Your Sales Success

Shaping the Future Viva Las Vegas

Showtime! Waves of Change: Oceans of Opportunity

We Create Opportunity

Where Technology Shapes

Solutions We Are All In

We Will WIn!

We've Got the Power

Winning at the Top!

Winning Together

**Working Together Wins** 

Yes We Can

Yesterday's Dream, Today's Reality, Tomorrow's Icon Your Most Important Asset – People

#### **Networking Game Card for your Receptions**

This fun **Double Bingo Networking Card** is a great way to encourage your participants to meet new people and not just stand around in cliques. This form is easy to customize for your audience. They must get **BINGO** twice to qualify. Offer fun prizes for the drawing of completed forms and do it at the **END** so people stay to the final session.

[ Download Here ]



"Call me directly and I will help you plan a tremendous event. The right theme and the right speaker to bring it home can make all the difference in have a great event and a boring one."

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