

PLTG Meeting – January 9, 2009

Call to Order

Meeting called to order by Carol Gerber. The meeting was held at the office of Goodwin Procter at The New York Times Building at 9:30am. She extended verbal invitations to lunch at the New York Times Cafeteria and discussion ensued as to why there were no crosswords or Sudoku in the Times Newspaper.

Introductions of the new Steering Committee were then held. The founder of PTLG was present, Dennis and the other members were introduced and presented to the group.

Treasurer's Report: as of now, \$8,644.83, even after paying for the holiday party. Currently there are 90 firms in our membership which is up from about 60 firms. Preparations for PLTG Membership drives are in process and will also be discussed. Renewals will be available via the internet soon.

The February meeting will be held on the 13th at Cadwalader. Greg Miller will speak on the topic of Office 2007, What's not to like?

Today's Meeting: How are we going to improve all our lives over the next year. What will we learn about and how will we learn it?

Committee Signups

Photographer - Take pictures during the year to post on our website to record the year for our members

Hosts - Needed are rooms to hold the meetings for our group.

Member of a committee: By-laws; Website; and Program and Events Committees. If you are already on one of these committees, please consider re-committing.

Trainer Spotlight

Kate Sandberg. Comes from an environment with no required training. She created a MacPac SmackDown which is set up as a competition. Winners would be announced in the firm newsletter. This can be used as a way to track improvement and learning for the user base.

Planning Meeting

Breakout Groups

The membership broke out into 4 groups and discussed possible meeting topics for 2009. Carol encouraged groups to consider a variety of meeting content types (i.e., train-the-trainer, introductions to new technology, trainers' professional development) and a variety of meeting formats (i.e. individual speakers, panel discussions, interactive breakout groups). The following ideas were proposed:

Group 1:

Attorney Training with scare tactics: Document corruption was used as an example of this training approach. To teach how to know when they can work in the document as opposed to when they should get another resource

IT Directors' panel discussion

Increasing trainers' value in the firm

Panel comprised of trainers and applications engineers on their 2007 experiences

Successful introduction of Interwoven Matter Centricity

Group 2:

Trainer's Panel on Document comparison tools or a suite such as Workshare, Litera, etc.

Survey of membership as to which firms have what applications, number of trainers, etc.

Discussion on Diversity Would involve bringing in an outside speaker; focus on topics such as culture, generation, etc.

Implementation of knowledge management, web based tools, and Sharepoint what is the role of the internet and training.

Group 3:

Meeting of many Trainer's Spotlight sessions – idea exchange

Break out the room to speak on different Word topics

Panel on 2007 transition: wait until later in the year after more firms have migrated

Invitation only Trade Show

Professional Marketing Person to talk about how we can market training

Integrate the Help Desk with Training

How to overcome apathy for our users and ourselves – motivational speaker

Training Coop -- to exchange materials among ourselves or for getting ourselves trained at a lower cost

Open a question and answer session or area on the website

Group 4:

Professional Development/Knowledge Management

Speaking the language of business within the firm/understanding the work flow

Enter "train" ment in the classroom how to keep your teaching fun

Get return speakers – motivational speakers

President Ideas:

Professional Development Director panel discussion

Adult learning theory: internal discussion on different theories of adult learning

How Attorneys think and why it matters: simulate a law class for a short period and then apply that in breakout groups to legal technology training topics.

Wrap-Up

A review of all ideas followed with lively discussion. A composite list of all ideas will be forwarded to the Programs and Events Committee.

Thanks to all involved, host, committee members, participants to the groups and those who attended this session.

See you all in February.