

PROS, CONS AND APPLICATIONS OF TEXT CHAT BRIEFING/PRESENTATIONS

I have gone ahead and summarize Calmeteers' great feedback and response to text chat briefing/presentations; here are some of their thoughts on where best to use chat, advantages and challenges:

Advantages

- i) The immediacy of a chat and easiness of use at work all the time especially when one wants to receive a timely answer. (*Maja*)
- ii) It allows one to read the discussions and take time to view the slides at one's pace unlike online weather webinars which require shorter but more intense attention. (*Vesa*)
- iii) Free form text chat allows one to concentrate on urgent work and at the same time monitor and keep up with the discussion. (*Larisa*)
- iv) My own pace of contribution, I can join and go out easily without losing information. (*Larisa*)
- v) Text chat is useful for intensive operational conditions as it does not take all my attention and time. (*Larisa*)
- vi) It is good idea for such big country as Russia with a lot of time zones. (*Larisa*)
- vii) It is very suitable for the shy people as it can be hard to start talking to microphone, typing is better sometimes (*Larisa*)
- viii) It is easy to jump between the images if one wants to refresh or compare them. And as I understand it is easy for presenter to change or put new images in-fly. (*Larisa*)

Challenges:

- i) Synchronous tools; finding suitable time for everybody to meet is sometimes a challenge. (*Maja*)
- ii) The text format can be limiting especially for sharing images, however, many chat tools have a native functionality of image sharing. (*Maja*)
- iii) The text format can be limiting especially for sharing images, however, many chat tools have a native functionality of image sharing. (*Maja*)
- iv) Free form chat can be chaotic while dealing with a large audience. Maybe it need more strong moderation to take all people attention and more clear structure and plan of briefing. (*Pat and Larisa*)

- v) While it is good for forecasters on shift, it can be challenging to implement in a country with different time zones such as Russia with 11 time zones in October. One can say to have the chat room open for 24 hours which also has its own challenges such as moderating it and keeping in touch with forecasters in different time zones. *(Larisa)*
- vi) Takes a lot of time. *(Larisa)*
- vii) Messages of somebody entering chat or going away is a little bit annoying especially when one is returning to read the discussion, it is good for moderator but it distracts the attention of participants *(Larisa)*
- viii) Not so easy for participants to draw in Google docs *(Larisa)*

Application:

- i) In a training course as a training tool. *(Vesa)*
- ii) At work for discussions *(Maja)*
- iii) Good for forecasters who can follow the briefing while they are on shift. They could not contribute a lot but they would get the information, or they can join the chat later after shift or when they have time. *(Larisa)*