

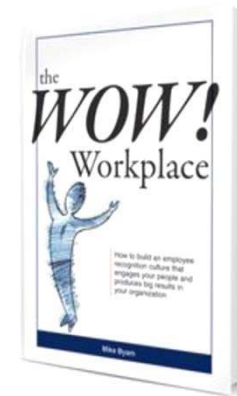
Creating a **WOW** Moment...

7 tips for more effective award presentations



Mike Byam

Author of *The WOW! Workplace*
Managing Partner, Terryberry



Meet the Recognition Experts via **Chat**



Chris Schilling
Cincinnati, OH



Amber Zaucha
Grand Rapids, MI



Jared Evans
Cincinnati, OH



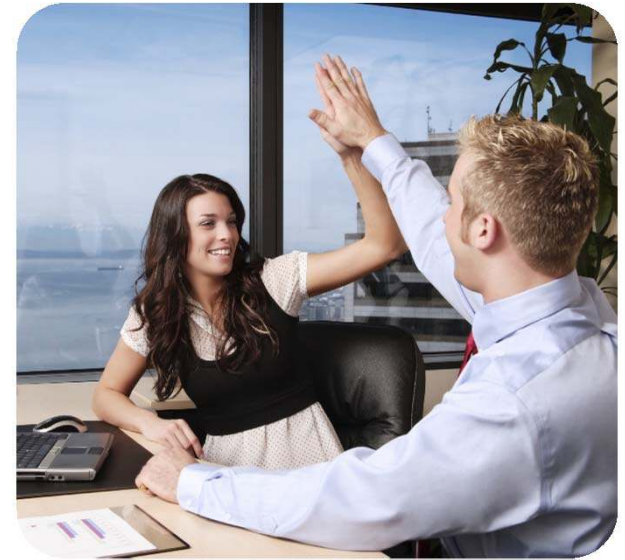
Jenny Watkins
Savannah, GA

Bon
Travail!

Good Work!

Bravo!

¡Excelente!



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“One of the things that's missing in most corporate cultures today is the idea of celebration in the workplace.”

- Jack Welch, Former CEO of GE

For recognition tips and ideas, visit www.terryberry.com/tools

5 Outcomes for Effective Award Presentations

- Communicate mission, vision, & values
- Affirm the recipient & their achievement
- Motivate others
- Impact workplace culture
- Add big recognition impact, small cost

Poll

Which of the following best describes your organization's award presentation practices?

- Awards are presented in an informal gathering at work
- Awards are presented at company get-togethers
- Awards are presented at Recognition-specific events
- Awards are distributed without a personal presentation
- No consistent method for presenting awards

Submit questions or comments at anytime using the Q & A button in your tool tray.

The Top 7

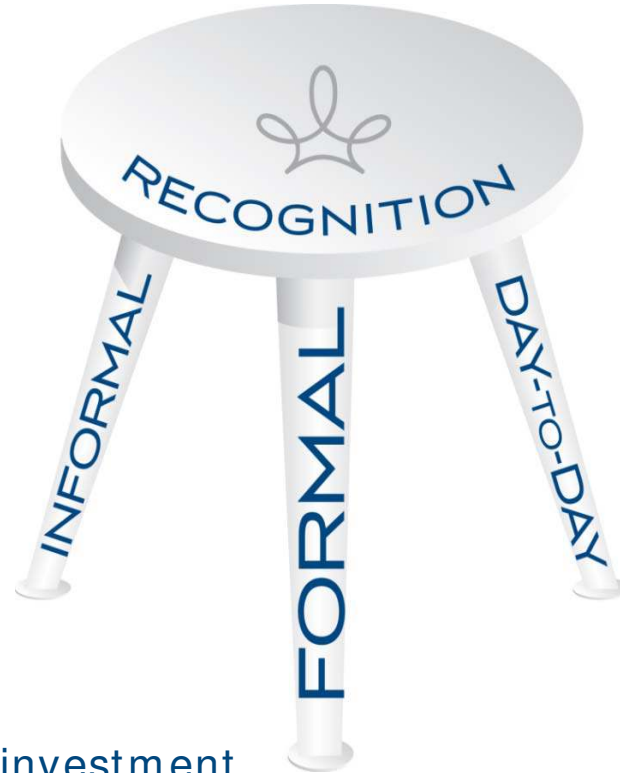
Strategies for Presentation Success



- The Stars
- The Schedule
- The Supporting Cast
- The Story
- The Setting
- The Symbol
- The Statement

Informal

- Casual structure
- Peer-to-Peer
- Frequently minimal investment
- Points-based solutions



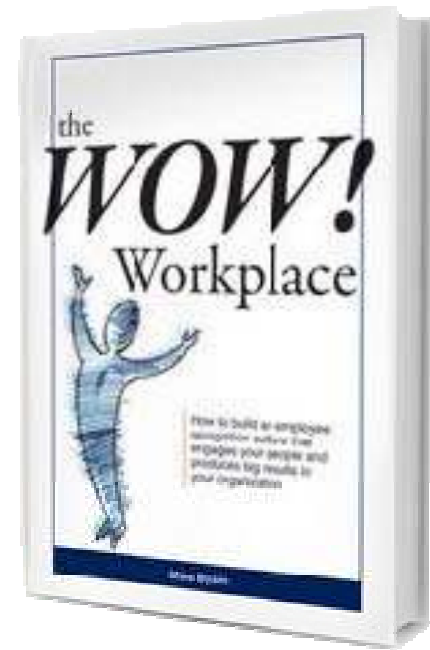
Day-to-Day

- Manager/Employee interactions
- Peer-to-Peer interactions

Formal

- Structured recognition for defined criteria
- Significant awards for significant achievements

Ask Questions. Be Recognized.



Contribute to today's webcast by asking your recognition questions for an opportunity to **be recognized!**

WIN your very own copy of *The WOW! Workplace* by Mike Byam!

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DILBERT on Recognition Awards

DILBERT by Scott Adams



The Stars of the Event

□ The person

✓ *personalize the presentation*

□ Their achievement

✓ *highlight the contribution*



Looking for other employee recognition IDEAS? www.terryberry.com/ideas

The Schedule



❑ Don't Wait to Recognize

- ✓ “Rolling Programs” - quarterly or monthly service award events

❑ Day-to-Day Recognition from Managers

- ✓ Set reminders for important dates
- ✓ Recognition toolkits, Recognition walls, Team meetings, etc.

❑ The Event: start with early milestones & end with crowning achievements.

Ensure that your award presentations run smoothly. Download the Recognition Event Checklist www.terryberry.com/tools

The Supporting Cast

Who should attend?



Guests to Consider:

- Co-workers
- Managers
- Department heads
- Supervisors
- Organization heads
- Administrative assistants
- Key clients
- All employees of the organization
- Friends & family
- Former employees

The Story

It takes **11.3** Impressions for your message to stick!



Pre-Event

- Invitations
- Posters
- Newsletter
- Bulletin Boards
- “Teaser” Promotions
- Slideshow of past events

Post-Event

- Photos
- Newsletter
- Press Release





The Setting

Create the Tone

Off Site

- Lunch at the boss's house
- Banquet facility
- Restaurant
- Museum
- Art gallery
- Cultural facilities
- Historic homes
- Luau on the beach
- Dinner cruise
- Visit a dude ranch
- Festive picnic

On Site

- One-on-one with manager
- Gathering at a workstation
- Staff Meetings

Transform the environment:

- Create a bistro on the factory floor
- Turn a construction site into a drive-in theatre
- Turn your break-room into a 50's diner

The Symbol

Multiply your award investment

- **Symbolism** – *what does the award represent?*
- **Exclusivity** – *what is required to earn it?*
- **Differentiation** – *how does it relate to other awards in its category?*
- **Residual Value** – *how will it remind the recipient and others of the achievement?*



Then: Award items lack connection to the company mission

Now: Awards reflect the company mission

Why: Send a consistent message about what your company values.

Application: Implement award options that reflect symbolism of the achievement, and align with corporate values



GREEN Recognition

>> **96%** of Gen Yers say they want an environmentally friendly workplace

(Johnson Controls Oxygenz Research Project)



- >> Eliminate paper waste with online tools
 - Peer nomination
 - Award Redemption
- >> “Green” Award Items



The Statement

The greatest honor is to honor others



Choosing a Presenter:

- Personal connection to the recipient
- Understand the individual's job function and achievements
- Understand how the recipient's contributions impact the success of the organization

The Statement



General Guidelines

- ✓ Be sensitive to shy recipients
- ✓ Use humor with caution
- ✓ Not the time for constructive criticism
- ✓ Avoid unintentional promises of continual employment
- ✓ Stay away from comments about race, gender or religion

The Statement



- Prepare Ahead
- Comments

Be specific about:

- The person
- The achievement
- The impact on the organization

AWARD PRESENTATION
CHEATSHEET

Use the Presentation Cheat Sheet to prepare your remarks for employee recognition presentations.

Sample Presentation Remarks

"Judy is celebrating three years of service with ABC Company. In that time, she has made a big impact on the performing team I won't forget. Within the first 90 days of her hire, she took the initiative to write the department training manual. She didn't just stick in the new procedures, she discussed and corrected outdated portions, and added suggestions to improve the usability. It is a document that will make an impact when we bring new people on board. Over the last several months, she has worked diligently to develop a partnership with an important vendor, and we feel that this new relationship is going to help you as it allows positions to serve our most acute customers. I've been really impressed with the way that Judy proactively handled this project. Thank you and congratulations fully!"

Recipient's Name _____ Exact Date of Hire _____
(Phonetic Pronunciation) _____ Award _____
Current Job Title and Responsibilities _____
Original Job Title _____
Specific Contributors to the Company _____
Humorous Stories _____
Spouse's Name _____ Children _____
Activities Away from Work _____

Presentation Remarks
Organization _____
Recipient _____
Award _____

Call us 800.255.0882
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✓ **Tip:** Download the Presentation Cheat Sheet, iRecognize App, Recognition Event Checklist, Certificate Maker & more!
www.terryberry.com/tools

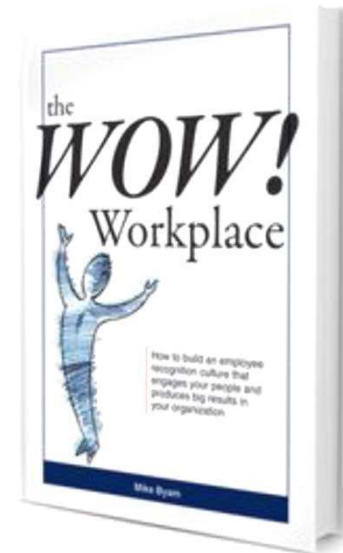


Q&A

with

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To learn about Terryberry's recognition programs & services, visit www.terryberry.com



For specific questions, contact Mike Byam m.byam@terryberry.com



Follow us on Twitter www.twitter.com/terryberryco



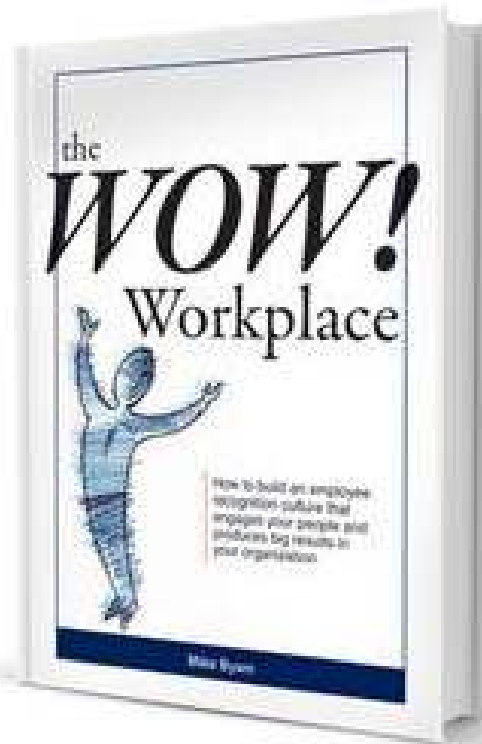
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The WOW! Workplace

by Mike Byam



In *the WOW! Workplace*, you'll find page after page of real-world recognition ideas from top businesses like Stanley Tools, Google, Wegmans, and more. A practical guide and a great training tool for management teams.

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