



# using Meetingworks for Risk Management

## Risk Management

is on everyone's mind today. No one wants to be caught "not knowing what they should have known." The drastic outcomes of that scenario fill front pages with everything from criminal proceedings to bankruptcy to sad tales of investor losses.

We, at Meetingworks, can help you in countless ways to start breeding a culture of awareness and cooperation. Meetingworks can be used by risk managers in these ways:

### Risk identification

At any level in the organization, convene a group to identify potential risks.



### Risk analysis

Prioritize the risks based on probability (likelihood) and impact (severity).

### Risk mitigation

For key risks, evaluate current controls. Choose options most likely to effectively mitigate the risks.

### Project planning

Groups charged with implementing new projects collaborate to ensure mitigation strategies are implemented.

### Risk monitoring

Set up an environment for feedback on a regular basis.

## How it works

The Meetingworks process includes a facilitated session in which technology is used to leverage the group's expertise. Participants are led through a structured agenda and use computers as they brainstorm and prioritize risks, mitigation strategies, issues, or action plans. Participants can be seated in a room together or can use an Internet browser to actively participate in the meeting. Most meetings are conducted real-time, but when the process can be improved by gathering input over a period of time, participants can use their Internet browser to access an asynchronous meeting agenda.

## Why it's better

Your Risk Management process will be more efficient and effective than ever before.

Your team will experience:

- **maximum participation** with the anonymity and the flexibility of time/place with Meetingworks
- **concurrent idea generation** as everyone can "talk at once"
- **significant cost savings** (meetings can be much shorter and people travel less)
- **complete documentation** at the meeting's end