



Your journey starts here

Members welcome pack

[elevatetalent.co.uk](https://elevatetalent.co.uk)

elev<sup>^</sup>ate

Dear Amazing Talented Person!

Welcome to Elevate! We are thrilled to have you join us for our monthly leadership sessions, where you will be inspired to take the next step in your career, supported with the knowledge you will gain from our time together.

As you are now registered, you will receive the monthly invitations from us.

Over the coming months, we will be sharing with you proven techniques, up to date strategies and recent research on the best ways to advance your career. Last year, 96% of Elevate members said Elevate had helped them develop their leadership skills, with 35% being promoted or moving to an exciting new role!

**95%**

Said the investment in Elevate has been valuable both to me and the business

**91%**

Said Elevate has encouraged them to speak up, take action, be in charge

**94%**

Said the concepts, strategies and techniques shared will have a lasting impact

**96%**

The content covered has helped me develop my leadership skills

**35%**

Said they were promoted or moved to a new role

**97%**

Said they would recommend Elevate to others

**84%**

Said they see a future at their current organisation

**90%**

Said I am now better prepared to step up to leadership



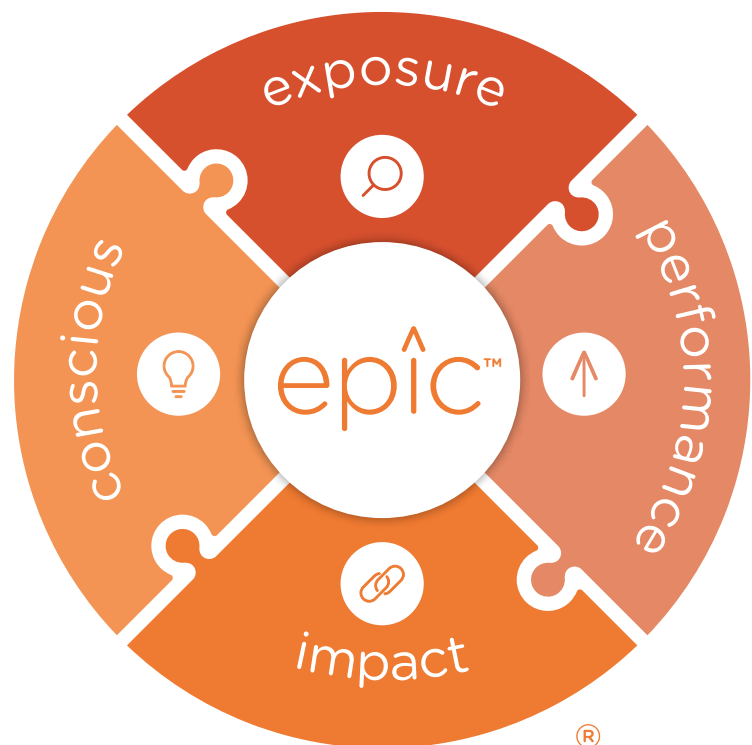


# So what is the Elevate magic?

Careers are driven by a combination of 4 key elements:  
**Exposure, Performance, Impact and being Conscious.**

With this in mind, we developed a framework that we call the EPIC formula® because we want you to have an EPIC career!

Elevate sessions rotate around each section of this EPIC model, challenging your thinking, sharing the reasons why the topic is critical and then covering proven techniques and strategies to achieve success.



Overall, the EPIC formula® is a really simple, effective and powerful method with a nice twist; after all, who doesn't want to be epic? Who doesn't want to have an epic career? Who doesn't want others to think they're doing an epic job?

# Boring but important stuff!

## 1. Your Registration & Session Details

You're automatically registered for the same time slot each month.

You'll receive a **confirmation email** for your first session, plus a second email with details of the first four sessions - including **calendar invites** with your unique links to join each one.

As the year progresses, you'll receive **two more emails** - one for each of the remaining series - each containing the next four calendar invites.

We strongly recommend using these invites to block the time in your diary. It helps you protect that time for yourself and ensures the session appears correctly in your calendar, based on your time zone.

## 2. Your Prep Sheet

Each registration email also includes a short **Preparation Sheet**. It usually takes just 10 minutes to complete.

Sometimes we'll refer to it during the session. Other times, it's just for your own self-reflection. Either way, it helps you get far more from the experience.

## 3. Accessing Replays

All **live sessions** you attend are available to replay anytime during your annual membership via the **Members' Hub**.

If you can't make the live session, you'll receive an email giving you **14 business days** to watch the replay. You can extend access through [the Hub](#) if needed.

## 4. The Members' Hub

When you registered, you received a unique login to access the **Elevate Members' Hub**.

Inside, you'll find everything you need to get the most out of your Elevate journey - from replays to resources, schedules, and more.

## 5. Your Monthly Worksheet

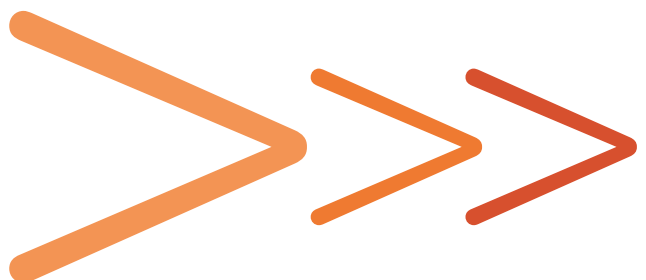
The day before each session, we'll send you a **Worksheet** to help you capture key notes and reflections.

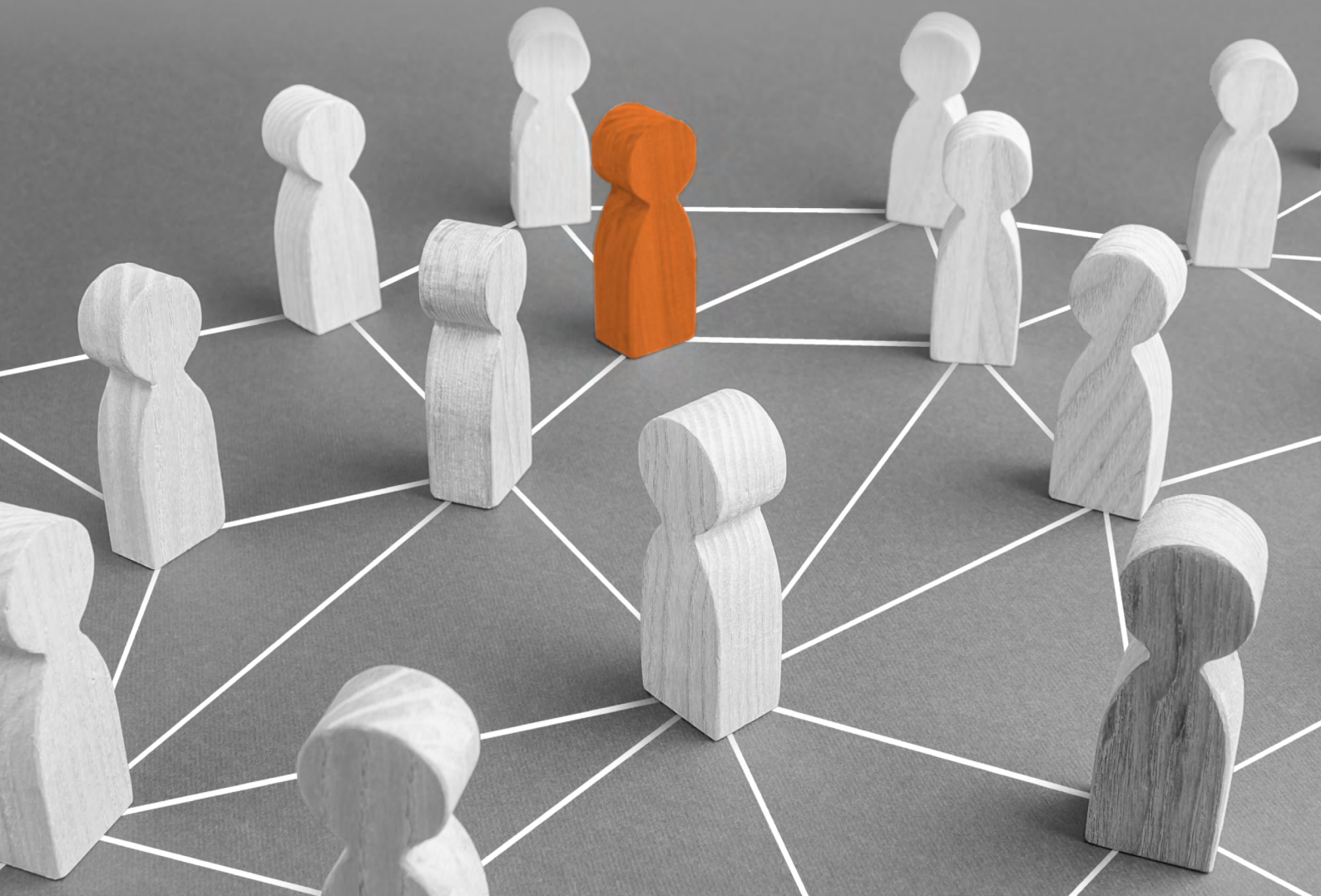
It's editable, easy to use, and designed to help you focus on **2-3 key actions** - not to write everything down! Taking small, consistent action each month creates real momentum. Trying to do too much can actually hold you back.

## 6. Post-Session Action Sheet

After the session, you'll receive an **Action Sheet** to help you apply what you've learned.

Because let's be honest - you didn't learn to ride a bike by watching someone else. You learned by doing. This sheet is here to help you take those wobbly first steps and start pedalling with confidence.





**7:** When you registered for Elevate, you completed a self-assessment, which gave you **valuable insights** into where you are in your career. In your final month with Elevate, you will be sent this self-assessment again, to enable you to **reflect on your Elevate journey**, the progress you have made and the places that need future focus.

**8.** Finally, we have compiled a list of frequently asked questions. Please take a look [here](#).

We find that the majority of questions we get asked are answered here, so do take a few minutes to read this though.

If the answer to your burning question is not there, then please email us at [team@elevatetalent.co.uk](mailto:team@elevatetalent.co.uk)

Very best, The Elevate Team



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# Joining and commenting during the sessions

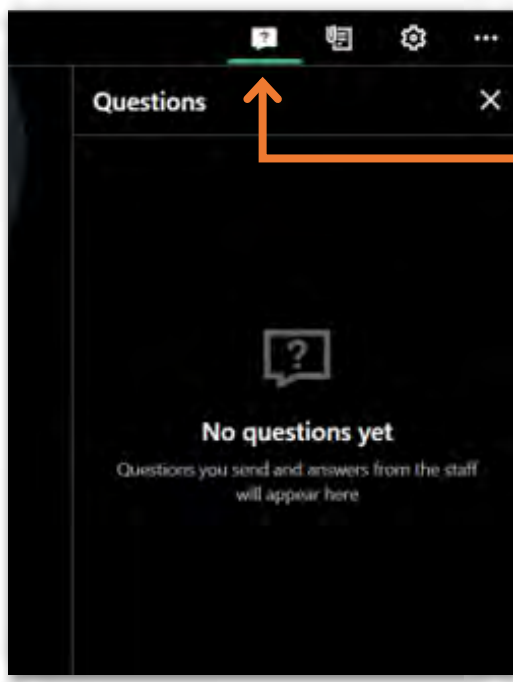
- 1 When you click to join the session, you will be taken to a webpage to confirm you would like to launch GoToWebinar. This is the software we use to run the sessions.



**IMPORTANT:** Your link to join the sessions sometimes requires you to download the GoToWebinar software. If your company does not allow this, instead, please cut and paste the link from the email we sent you into the browser so you are able to join us in the live session.

**Example:** <https://global.gotowebinar.com/join/5712345568231547931/361446643?clientType=html5>

- 2 You will now be connected to GoToWebinar.
- 3 The session will start on time. A recorded voice will let you know that the session will begin shortly.
- 4 Once the session starts, you will see a control panel on the right-hand side.

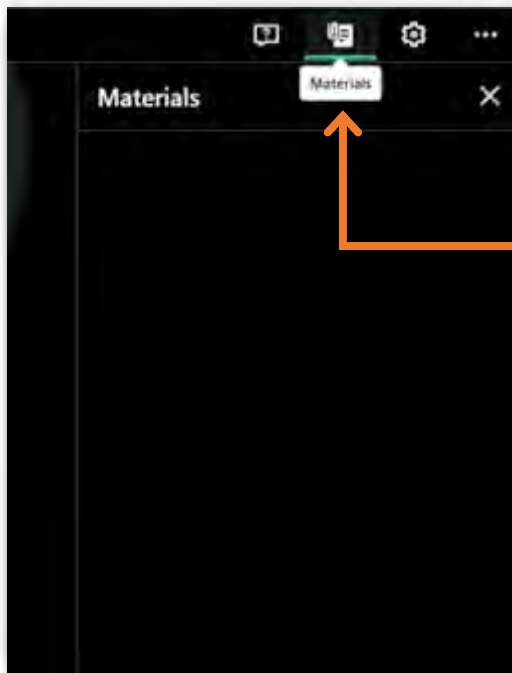


Click this icon to open the questions box



Type your questions and comments at the bottom





- 5 The worksheet we refer to during the session can be found in the control panel next to the Questions icon.

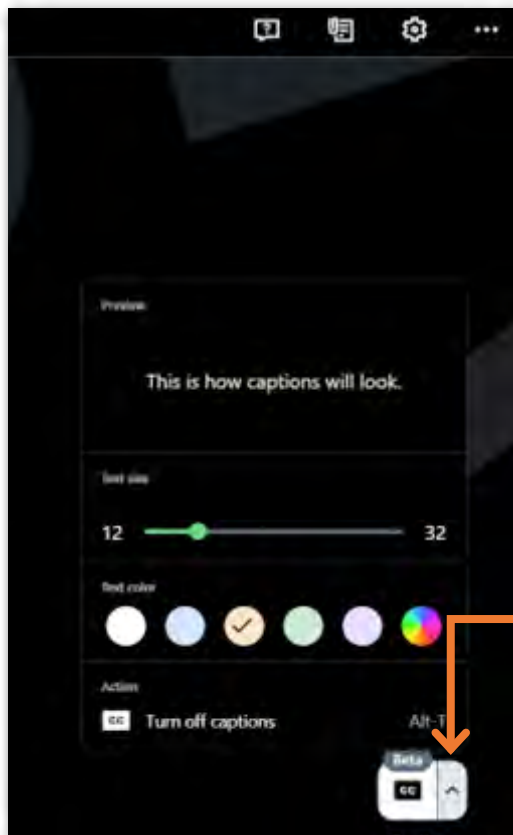


Click this icon to download the worksheet



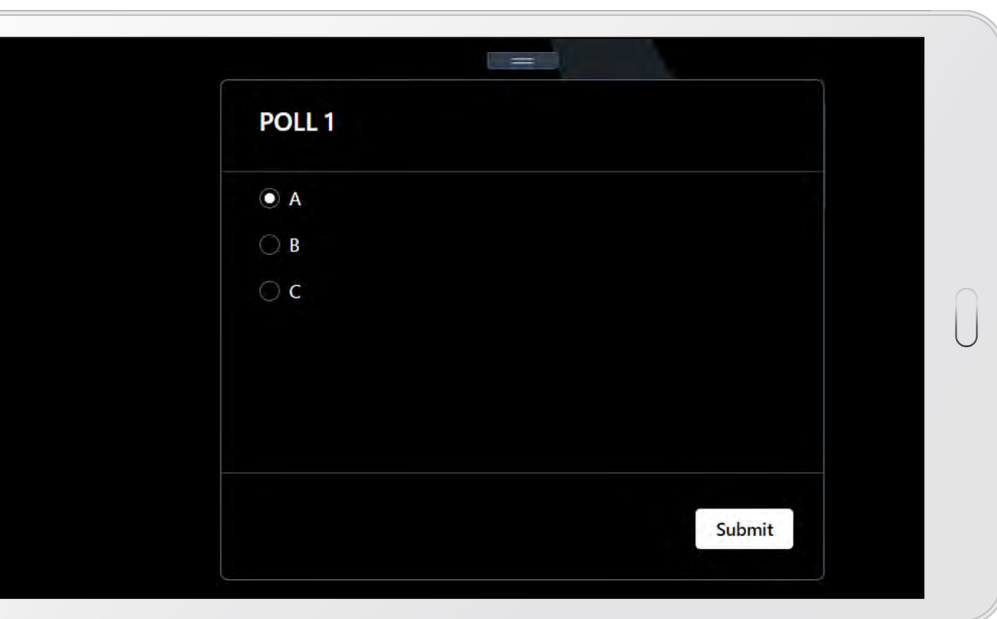
- 6 To turn on captions in English, click the arrow next to the captions icon.





- 7 To turn off captions in English, click 'Turn off captions'.

- 8 If you are having difficulties with the sound, you can also perform a sound check in the control panel on the right-hand side, as well as test your headphones.



9

We run polls during the sessions. To take part in the polls, please click one of the white dots (on the left-hand side), if asked to select one, or a number of the white dots, if asked to select more than one. Then click the 'Submit' button.

## Accessing and using the Members' Hub

To access instructions for the Members' Hub, please [click here](#).