

## ToP Facilitation Methods Agenda

You will learn proven ways to activate group participation. Leave with powerful tools for planning events.

### Outcomes

- **Facilitate** group consensus-based workshops
- **Shape** questions that stimulate candid feedback and discussion
- **Acquire** a framework for any group process – from a small workshop to a multi-day conference
- **Assemble** detailed action plans in less time
- **Saves** time and money with increased productivity

### Day One

#### *Morning*

Introductions/Overview on Facilitative Leadership  
Introduction of the Focused Conversation Method  
Demonstration of the Focused Conversation Method  
Walk-Through of the Theory of the Focused Conversation Method  
Preparation of Focused Conversations for Practice

#### *Afternoon*

Practice of the Focused Conversation Method  
Introduction of the Consensus Workshop Method  
Demonstration of the Consensus Workshop Method  
Walk-Through of the Consensus Workshop Method  
Application of the Consensus Workshop Method

### Day Two

#### *Morning*

Review of the Methods and Applications  
Introduction of the Action Planning Method  
Demonstration of the Action Planning Method  
Walk-through of the Action Planning Method

#### *Afternoon*

Applications of the Action Planning Method  
Preparation for Practice of Consensus Workshop Method  
Small group practice sessions with debrief  
Applications of Methods in a real situation