

Focus on Facilitation 4-Day Workshop High-Level Flexible Block Plan

Day 1	Day 2	Day 3	Day 4
Welcome Background Individual planning Introductions Objectives Key skills TEC tools	Index cards: tough questions review	Remaining 10-minute presentations and coaching	TEC agenda example
	3-minute presentations and coaching	Green Hat Random Word	Green Hat Challenge Current Thinking Check List
Six Hats individual Six Hats statements Six Hats team simulation	Black Hat O.P.V C&S FIP	Blue Hat Focus Statements	20- to 40-minute facilitations and coaching*
LUNCH			
White Hat O.P.V Spectrum of Relevance Check for Accuracy C&S FIP	Into Green Hat Green Hat Concept Fan	Blue Hat client interview Prepare A.G.O, focus, agenda and present Coaching	↓
Red Hat Energy Dots Cluster Technique Power Matrix Grids Commitment Thermometer	Half of the 10-minute presentations and coaching	Green Hat Challenge Why CBA?	Blue Hat forms review Plan to facilitate Fieldwork requirements
Yellow Hat O.P.V C&S FIP			
Debrief the day Assign evening work	Debrief the day Assign evening work	Debrief the day Assign evening work	Debrief the day Assign evening work

*length of facilitations depend on number of participants in the workshop