

The Top Three Issues to Nail in Workshop Design

Design effective workshop sessions that achieve clear outcomes by considering these key elements.



1. Give it the time it deserves

Map out the purpose of the workshop and the three key outcomes it needs to deliver. Think of how much time you'll realistically need to get everyone focused, clarify the task and get them into planning mode.

? BIG question - "What do I want to achieve?"



2. Check team readiness

Assess team readiness and address any unresolved issues or concerns before starting the session. Meet them where they are now.

? BIG question - "Are we in the same place?"

3. Use a simple framework

Use a clear and simple framework to guide discussions and decision-making processes. The 'What; So What; Now What' model is a cracker!

? BIG question - "What will keep us on track?"

