

Getting Participants Primed for your Workshop


Three tips to help you to focus on the most important element of your workshop - your participants!



1. Take your shoes off

Take a walk in the shoes of your participants:


- What might they be looking forward to?
- What would they be dreading?
- What elements of the workshop would appeal to them?

 BIG question - "What will encourage people to participate?"



2. Paint a positive picture

In your communications regarding the workshop be sure to paint a positive picture about *why* it's being held and *what it could do* for your team, organisation or stakeholders

 BIG question - "What could be the best result possible?"



3. Communicate how they can participate

Let people know before the workshop that you'll:

- Tap into the diversity of the group
- Give time for clear thinking
- Work to deliver agreed outcomes

 BIG question - "How can I maximise involvement?"

