# Workshop Description

Workshops are very special kinds of meeting in organisational life. They usually comprise interactive and collaborative activities, where participants must:

* work together to build or maintain their alignment and common ground;
* perform collective sensemaking on complex emerging events and chart a way forward;
* make decisions and plans together;
* divide up responsibilities and manage collective action.

There are a number of design and facilitation techniques for helping workshop facilitators in a face to face setting. Not all of them lend themselves to the more complex interactions described above, nor translate well online. In fact, we may be porting poor workshop design from offline into the online space, delivering consistently WORSE results! It is time to creatively destroy those previous practices and unleash people differently.

[*Liberating Structures*](http://www.liberatingstructures.com/ls-menu/)are a coherent repertoire of 33 facilitation microstructures that exist to unleash and engage everyone in shared sense-making and problem-solving - to "creatively engage people in shaping their own future". They are curated by [Henri Lipmanowicz](https://medium.com/@henridarc) and [Keith McCandless](https://medium.com/@keithmccandless) together with a large community of practitioners around the world. In this time of rapid change, the Liberating Structures community has quickly prototyped and implemented most of the structures for online use. The community response is a tangible lesson and resource on how we must adapt our approaches to those practices of workshop design and facilitation.

In this two-part virtual workshop, spaced over two weeks, online communities expert Nancy White will guide us through a series of steps in planning, designing and facilitating virtual workshops, using a "Deconstruct, Reconstruct" approach, and using a number of Liberating Structures as examples. All participants will need to be prepared with an example of their own intended workshop need, together with a clear purpose, and we will work on these together over the two sessions. This workshop will be limited to 25 persons, and participants will need to commit: (a) to bringing their own workshop need to work on and (b) to attend both workshop sessions. Expect to practice and work on your design between the two sessions.

# Workshop #1 Run Sheet

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| **Timing** | **Activity/Prompts** | **Tech and Slides** |
| 5:30 PDT | Get online, make sure everything is set, welcome early birds |  |
| 6:00 PDT | Informal welcomes, type where you are in the chat.  Opening orientation to platform, etc.(Nancy) - 10 mins   * We will use breakout rooms * Google slides <https://docs.google.com/presentation/d/1RjdntQmkgVBRQYNJMxz6GYwZBN5pBaarul5K0obNRa0/edit?usp=sharing> |  |
| 6:10 | **Chatterfall - Better Virtual Workshops- 15 min**  First alone, consider how you would complete this statement:   * My engagement in meetings is diminished when ..   Type your answer in the chat, but don’t hit enter until I say “go”   * I feel most connected to others online when… * The best experience I’ve had in an online workshop was when… * The worst experience I’ve had in an online workshop was when… * For my next virtual workshop I most want to learn to...   Review what people wrote in text. What is similar to your thoughts? Different? |  |
| 6:25 | **Agenda Overview** |  |
| 6:30 | **Your Workshop Purpose - 1-2 → 9 Whys**  Intro 5  Part 1 15  Part 2 10  Role model 9 whys - 5 minutes  Plenary  Back to same groups. Discuss in your group and come prepared with a final shared workshop purpose statement. Put it in your slide. | Intro 3 minutes  First alone - 2 minutes  Then 9 whys in pairs in chat- 10 mins  Then in purpose statement Teams - 10 minutes  Quick Plenary  10 minutes for statement |
| 7:00 | **Stretch Break** |  |
| 7:10- 7:40 | **Get Help on a Workshop Planning Challenge**  Troika Consulting - 20 mins  Debrief 10 mins | Random Groups of 3 - 20 mins |
| 7:40 - 8:00 | **Brief LS intro**  **Homework**  **Just three Words** |  |
| **Session #2** | | |
| 5:30pm PDT | Get online, make sure everything is set, welcome early birds, Elephant coloring sheet |  |
| 6:00a PDT | Opening reorientation to platform, etc.(Nancy) - 4 mins   * Google slides <https://docs.google.com/presentation/d/1RjdntQmkgVBRQYNJMxz6GYwZBN5pBaarul5K0obNRa0/edit?usp=sharing>   Impromptu Networking   * The hardest question to answer in the homework was… (and why?) * What is still unclear in your design process? | Random groups of two for 4 mins plus 60 second return.  Come back to plenary, resort and go one more round. |
| 6:30 | Homework/Purpose review |  |
| 6:45 | TRIZ  What could you do to guarantee your online workshop is a total failure, you accomplish nothing and lose all goodwill you had from the participants? Type into the chat… (I’ll capture it) | Plenary, chat, Nancy capture on slides  Stamping to identify selected  On slide to note what to stop doing |
| 7:05 | Break |  |
| 7:10 | LS Exposition Part 2 - *Invitations are all in the slides* Matchmaker Introduction  Matchmaking exercise (breakout groups or in Fishbowl)  Show Run Sheets | Breakout depends on decision |
| 7:45 | 15% Solutions *Invitations are all in the slides* | Plenary/chat (no breakouts) |
| 7:55 | Resources, Goodbyes | Plenary |