






Centre for Facilitation supports each step with their suite of productive and engaging facilitated workshops.

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Workshop purpose and anticipated outcomes	What may be included in the workshop
 <p>Project Kick off meeting Create a climate for change, build the energy, form a strong strong guiding team and produce a a vision for change</p>	<ul style="list-style-type: none"> • Identify potential threats and develop develop scenarios showing what could happen in the future to increase increase a sense of urgency • Examine opportunities that should or or could be exploited • Distil the rationale for change • Capture what you see as the end point point • Create a high level compelling vision vision statement for change • Identify stakeholders • Define project goals, the high level milestones • Scope your project plan to achieve initial goals • Agree how your team will communicate and make decisions
 <p>Stakeholder Engagement Workshops To attain buy in from from Stakeholders and fully appreciate all perspectives to decrease remedial work</p>	<ul style="list-style-type: none"> • Agree what currently is done well and and what is the value to the organization of this • Imagine the future landscape and identify the gap between now and then then • Identify priorities, the 'musts, should should and could' • Provide stakeholders the options to to propose their recommendations

Workshop purpose and anticipated outcomes	What may be included in the workshop
 <p>Problem Solving and Innovation Workshops To enable stakeholders to share share valuable knowledge and ideas ideas which will increase ownership</p>	<p>For problem solving:</p> <ul style="list-style-type: none"> • Define the problem and write a problem statement • Identify possible solutions • Evaluate possible solutions for business value • Make robust decisions supported by by good rationale
 <p>Regular Review Meetings To monitor progress progress and ensure ensure quick resolution of any deviance to the plan plan</p>	<ul style="list-style-type: none"> • Open and honest review of the high high level route map specifically the the milestones. Have we done what what we said we would do? • Identify successes • Assess difficulties • Agree action including how to prevent prevent similar problems emerging
 <p>Project close meeting To mark completion completion and draw draw valuable lessons for future change programmers programmers</p>	<ul style="list-style-type: none"> • Map original plan against actual delivery • Identify what went well • Recognize the pain points, what didn't didn't go as well as anticipated • Celebrate success