

8 Steps for Planning a Learning Event – *a model*



This model demands that we approach our design work from the perspective of the participants, their current situation and the positive impact we are working toward.

- We fill in this framework through a circular process of drafting steps and then revising them as other steps are understood.
- We use this framework to identify *what we know* and *what we need to know* to develop the right learning event for the participants coming.
- This framework helps us check our assumptions and reminds us to check elements that may impact the learning or participants.
- These steps will ensure learning to maximize the possibility of real change as a result of your event.

8 Steps of Planning – *a template*

<i>What do we know?</i>	<i>What do we need to know?</i>
The People	
The Situation	
The Desired Impact/Change	

<i>What do we know?</i>	<i>What do we need to know?</i>
The Time and Timing	
The Place and Space	

The Content – skills, knowledge, attitudes

The Achievement-Based Objectives

By the end of the training, the participants will have...



The Plan

A large, empty rectangular box with a black border, intended for writing or drawing.