

Creating Conducive Learning Environments

The following agreements are additions to those named in the article "[The Conference Manifesto](#)" as shared in Week 1 of our Learning-Centered Conference course. Indeed, what would our conferences be like if we all agreed to this list?!*

1. **I will sit down next to someone sitting alone, and strike up a conversation** instead of avoiding eye contact. (everyone)
2. **I will be fully present** in this event to maximize the learning and work opportunity for all. (everyone)
3. **I will know my audience** and use language that all understand. (organizers and presenters)
4. **I will be clear from the beginning** what I am inviting participants to learn, try out or to deliberate upon. (organizers)
5. In multi/inter-cultural settings, **I will do everything possible to ensure my presentation does not create a barrier** for those who do not have English as their first language. (presenters)
6. **I will use no cultural slang, idioms or acronyms** potentially excluding some participants. (presenters)
7. **I will not fill pages of PowerPoint slides with text** changing this learning tool into a learning barrier. (presenters)
8. **I will speak clearly and not too fast**, to ensure all can understand me. (presenters)
9. **I will ask for feedback often and in varied ways.** (organizers)
10. **I will be politely assertive and actually moderate**, to ensure that panelists do not talk too long, go off-topic or dominate discussion. (panel moderator)
11. **I will ensure enough flexibility to maximize relevance, while still being accountable** to those in the room to accomplish the desired objectives of the event. (facilitator)

12. **I will illustrate the statements I am making**, so as to bring as much as possible into the realm of the real world from the realm of ideas. (presenters)
13. I understand that people learn in different ways and **will include more than a lecture-style presentation** during my presentation time. (organizers and presenters)
14. **I will speak authentically from my true self, sharing my vulnerability** as well as my expertise. (presenters)
15. **I will include metaphors, stories, case studies, and images** since these are the life force of ideas, theories and learning! (organizers and presenters)

*This agreement sheet was written by the participants of the 2016 Learning-Centered Conferences course: Mary Streufert, Fiona Boshoff, Jan Eyre, Jen Sleboda, Sarah Larkin, Karen Ridout, Jessica Fairfax, Heather Dean, and Ann Blyberg.