

Workshop Vision Blueprint

Intention

To align around needs and objectives for the workshop

Agenda for this meeting

- Opening check-in: who's in the room?
- Populating the blueprint with sticky notes
- Clarifications and discussion points
- Closing: feedback on the meeting and next steps

What happens next

The facilitator prepares an outline of the workshop

Check in

Context — Information that is clear and non negotiable		
People	Place	Timing

What is the purpose of the workshop?

Key questions to be explored

Engagement level

Partnership/shared power: let's decide together the cake and bring your ingredients, too.

Consultation/plication: tell me how to make a better cake next time.

Tokenism/manipulation: please tell me you loved our cake

Design ideas

Results — Desired outcomes — Key deliverables — Output

Tangible

Intangible

Next steps

Check out

What went well in the meeting?

What can we improve?