

Planned Language Approach- Knowledge Café Outline

Tuesday, March 3rd, 2014

Materials Needed: <ul style="list-style-type: none"> • Flip Chart, Sticky Dots • Lined Paper • Pens • Clip Boards • Markers 	
Times-Agenda Item	Details
1:30-2:30- Step 1. Setting the Stage	Step 1. Setting the Stage- Welcome, introductions, overview of knowledge café process -10-15 min Knowledge Café Process: 20 min-Brain Storm (4 groups of 5)- identify questions/topics to discuss. Groups post brainstorm list on flip chart in front of room. 10-15 min. Narrowing-facilitated by Debra 10 min- Prioritizing (participants vote) questions/topics.
2:30-3:00- Step 2. Knowledge Café Think Tank	Step 2. Knowledge Café Think Tank Participants select one of 4 groups (round tables) to join. Discussion derived from prioritizing (vote) during Setting the Stage (15 minute intervals) Facilitators are assigned to groups and will scribe notes during discussion Parking Lot items if more follow up is needed Regulatory Follow up will be responsibility Program Specialists Research Follow Up and evidence based strategies will be shared responsibility of NCCLR, Lilli and Debra
3:00-3:15 - BREAK	
3:15-3:45- Step 2 continued	Step 2. continued
3:45-4:15- Step 3 Knowledge Café Shared Discoveries	Step 3. Knowledge Café Shared Discoveries Each group will report out shared discoveries Data will be used as a source for additional TA both individual, cluster, webinar follow-up
4:15-4:30- Step 4 Wrap Up	Step 4. Wrap Up During this time the Parking Lot will be addressed, Resources, Additional information etc.