

Name:

Date:

<p>TOPIC</p> <p>Decide on the subject for discussion. Look for specific topic rather than a general one.</p> <ul style="list-style-type: none"> • What topic do you want to address? • What would be the most valuable subject to focus on for you? • What would you like to discuss today?
<p>GOAL</p> <p>Agree measurable output / outcome</p> <ul style="list-style-type: none"> • What would you like to take away from this session? • What specific output would make this session worthwhile for you? • What goal would you like to achieve as a result of this session? • What is your SMART (Specific, Measurable, Agreed, Realistic and Time-framed) goal for this session?
<p>REALITY</p> <p>Describe the current situation. Uncover real issues FACTS, FEELING, FINDINGS, FUTURE</p> <ul style="list-style-type: none"> • Describe the current reality as you see it. What's going on? Who is involved? • What have you done already? What has stopped you doing more? • What do you want to happen? What are the obstacles? What resources do you need?
<p>OPTIONS</p> <p>Draw out all possible solutions. Select preferred solution/s</p> <ul style="list-style-type: none"> • What could you do? What options do you have? What ideas have you had? What have you tried? • What have you seen others do? If you were the expert, what would you do? • If you could do anything, what would it be? If you had no fear, what would you do? Intuition?
<p>WRAP UP</p> <p>Discuss possible implications / obstacles. Commit to action steps. Identify support. Check goal achieved</p> <ul style="list-style-type: none"> • What options appeal to you? How do you feel about your options? • What is it about these that appeal to you? Are there any connections in the options chosen? • Before deciding on the final option, do the others have merit? What is the reason to discard? • Which option are you certain you should take? Which will make the biggest difference? • What are the implications? Is it practical and realistic? Any risks or blocks? • When will you do it? On a scale of 1-10, how certain/determined are you? Will you do it?



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