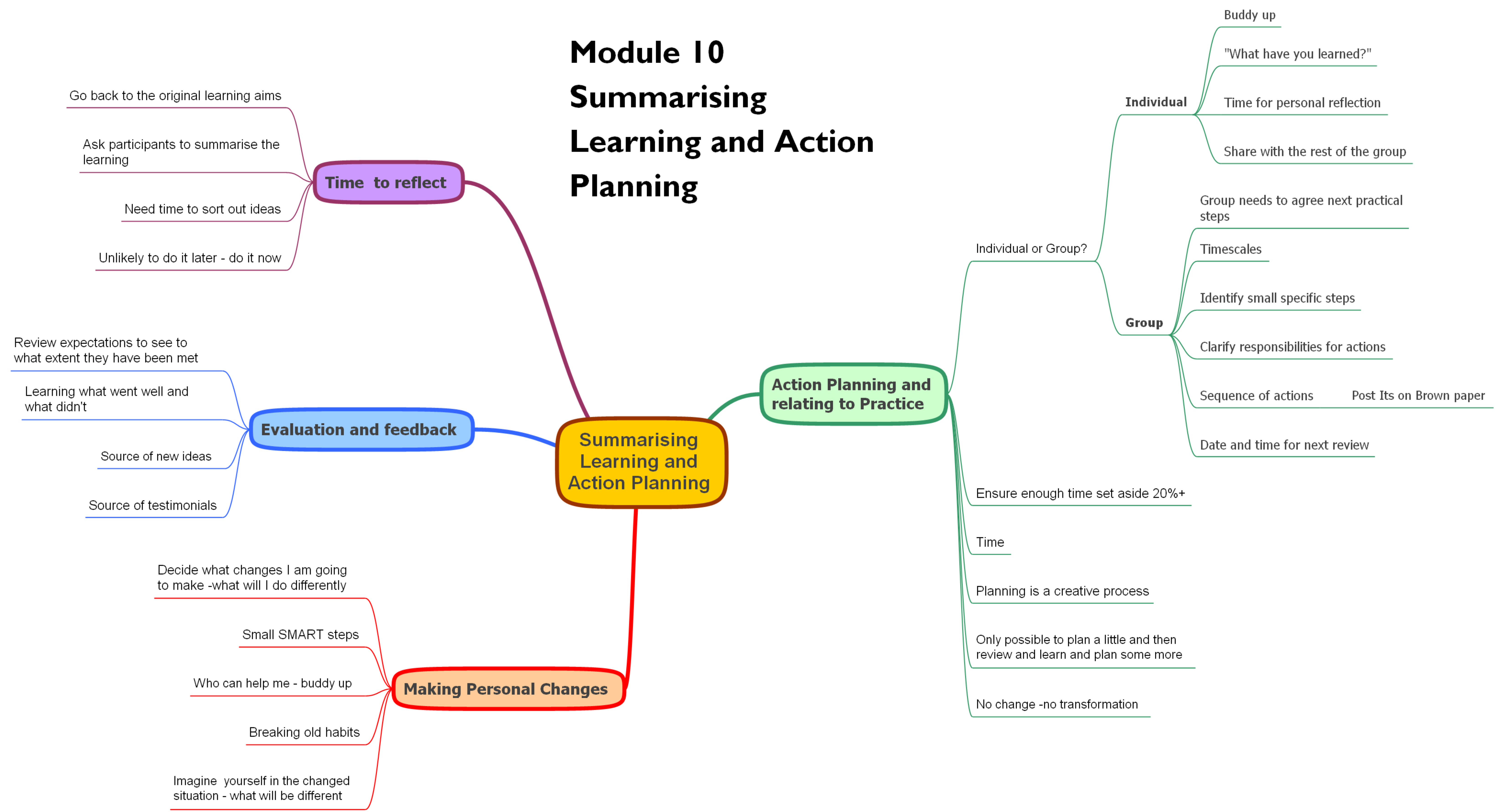


Module 10

Summarising Learning and Action Planning



Time to reflect

- Go back to the original learning aims
- Ask participants to summarise the learning
- Need time to sort out ideas
- Unlikely to do it later - do it now

Evaluation and feedback

- Review expectations to see to what extent they have been met
- Learning what went well and what didn't
- Source of new ideas
- Source of testimonials

Making Personal Changes

- Decide what changes I am going to make - what will I do differently
- Small SMART steps
- Who can help me - buddy up
- Breaking old habits
- Imagine yourself in the changed situation - what will be different

Action Planning and relating to Practice

- Individual or Group?
 - Individual**
 - Buddy up
 - "What have you learned?"
 - Time for personal reflection
 - Share with the rest of the group
 - Group**
 - Group needs to agree next practical steps
 - Timescales
 - Identify small specific steps
 - Clarify responsibilities for actions
 - Sequence of actions
 - Post Its on Brown paper
 - Date and time for next review
- Ensure enough time set aside 20%+
- Time
- Planning is a creative process
- Only possible to plan a little and then review and learn and plan some more
- No change - no transformation