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■ ACTIVITY

1. What is the name of this activity?

2. How long does this activity take?

3. Who will lead this activity and who will be in supporting role?

4. It is suitable for _____ participants in one group.
Participants will be divided into _____ groups.
Why do I group them like this?

5. What is the objective?

6. What is this activity? How does it work?

7. Can I give an example of when and how I would use this activity?

8. What is my back-up plan for this activity?
(1) If it doesn't work well?

(2) If it is quicker than expected?

(3) If it is slower than expected?

9. What is the expected outcome?

10. How will I evaluate outcome?

11. What is my requirement and preparation for this activity? Knowledge? Materials?