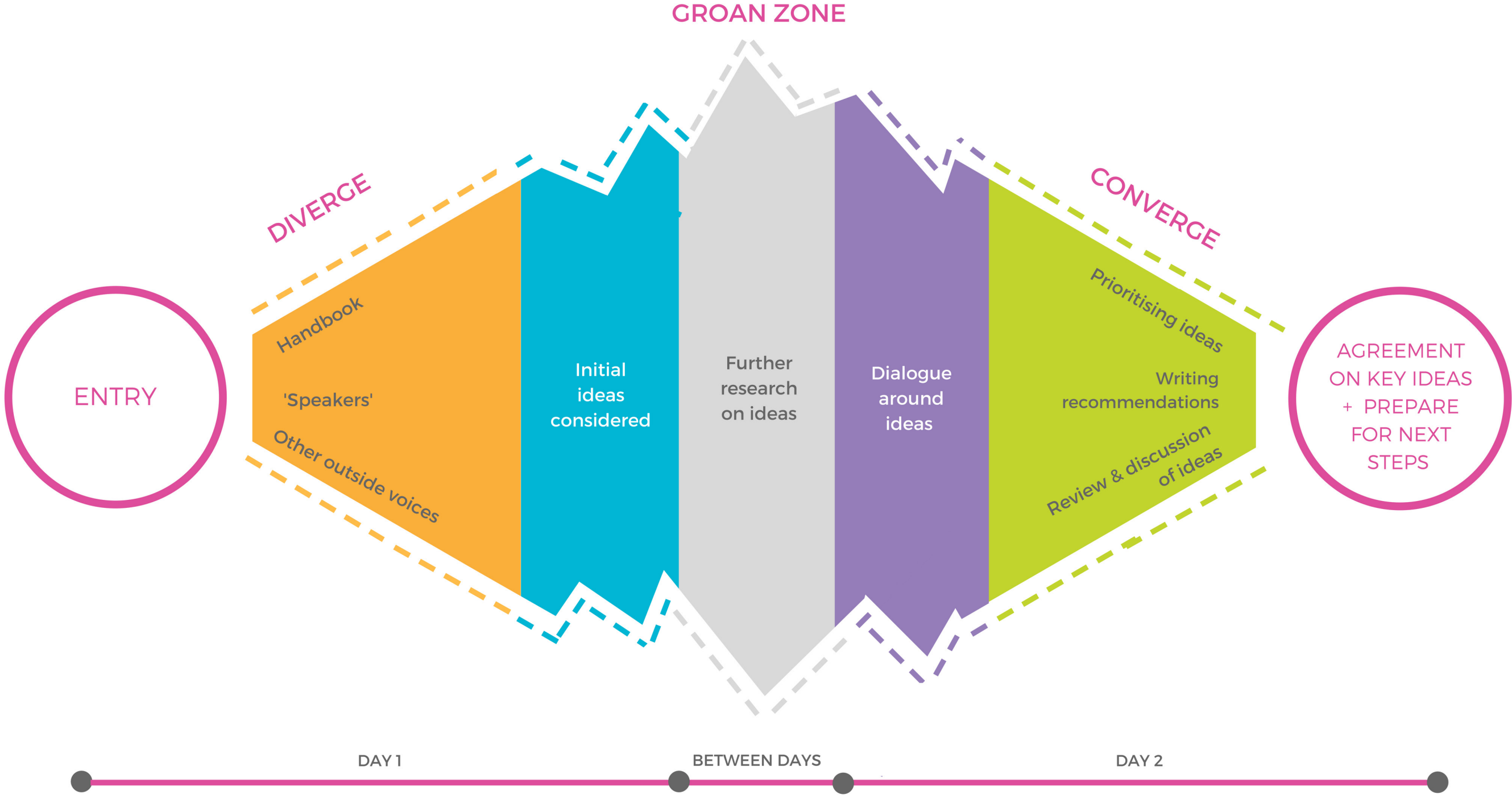


# SYMPOSIUM ROADMAP AND PROCESS SKELETON

The following outlines the overall roadmap for the Symposium Days (mapped to Sam Kaner's 'Participatory Decision-Making' model) and the overall skeleton for the two days.



## DAY 1

**9.00AM** ENTRY Overview and agree on Operating Guidelines, Overview the process and how it will work (including decision-making rules), Overview aims and agenda for today, getting to know who is in the room  
*(Proposed method: Sociometry - Active introductions)*

**10.00AM** OTHER VOICES Bringing ideas and views of voices other than their own into the room to explore diversity of opinions  
*(Proposed Method: Small group discussions)*

**11.00AM: MORNING TEA**

**11.15AM** EXPLORING SUBMISSION DATA Overview critical and strategic thinking to help analyse and review the submissions  
Explore the different submissions and gather insights  
*(Proposed Method: Textra - Deep dive and then build shared insights)*

**1.00PM: LUNCH**

**1.30PM** SPEAKERS Active conversations with selected 'speakers' about their views and ideas. All participants will get to discuss and hear from each 'speaker'  
*(Proposed Method: Speed Dialogue - Small Group Rotating Discussions)*

**3.00PM: AFTERNOON TEA**

**3.15PM** INITIAL IDEAS Building from individual thinking to pairs to group brainstormed ideas where no ideas are left out and similar ideas are clustered and themed.  
*(Proposed Method: Clustering Workshop Method)*

**4.30PM** NEXT STEPS Overview the activities for between sessions 1 and 2 (information gaps to be followed up) and close the session

**5.00PM: CLOSE**

## DAY 2

**9.00AM** ENTRY Remind people of operating guidelines, where we got to at the end of Day 1  
Overview aims and agenda for today

**9.30AM** ADDITIONAL INFORMATION & REVIEW IDEAS Overview any new information and revisit ideas brainstormed at the end of day 1. Additions, Deletions, Reflections - Finalise Agree Draft 1 of Ideas for Review  
*(Proposed Method: Small group discussions to larger plenary)*

**11.00AM: MORNING TEA**

**11.15AM** CO-WRITING Using the initial ideas as a basis start building clearer and stronger Draft 2 Recommendations for review by the whole group  
*(Proposed Method: Co-writing through Google Docs)*

**1PM: LUNCH**

**1.30PM** REVIEW DRAFT 2 RECOMMENDATIONS As individuals review the ideas and explore levels of comfort around each idea.  
*(Proposed Method: Ideas Rating Sheets)*

**2.00PM** WALK THROUGH PART 1 Whole group walk through of each and every idea and testing levels of agreement/comfort with each idea. Working to the decision-making rules we find the key ideas that we are agreed the vast majority of the group can live with.  
*(Proposed Method: Whole Group Review/Walk Through)*

**3PM: AFTERNOON TEA**

**3.15PM** WALK THROUGH PART 2 As above.

**4.00PM** NEXT STEPS Closing Comments and Prepare for Next Steps

**5PM: CLOSE**