

**EXAMPLE OF A LESSON PLAN FOR A WORK SHOP PRESENTED AT SEA IN 2016 ON
“HOW TO RUN A WORKSHOP”**

Thanks to Melisa Davidson, MD and Bridget Marroquin, MD

Lesson Plan	Clock Time	Allotted Time	Activity	Facilitator
	0:00	15'	Introduction: Including discussion of 1) appropriate forums for using a workshop; 2) framework for creating, managing, and facilitating a successful workshop.	Bridget Marroquin
	0:15	25'	Small group breakouts: Participants will develop sample workshops based upon guidelines presented above, using a highly-structured template provided to groups. Workshop development will be “case-based”, i.e. each group will be given a specific scenario around which they will develop a workshop curriculum.	Melissa Davidson, Bridget Marroquin
	0:40	25'	Small groups report out to the larger group	Melissa Davidson
	0:65	15'	Large group debrief and summation, including but not limited to: 1) discussion of strategies and pearls to increase success; 2) critical assessment of the overall workshop, performed by the large group as a means to reinforce knowledge and skills; 3) take-home materials (Workshop Guidelines document and a blank template for future use)	Melissa Davidson
	0:80	5'	Question & Answer	Melissa Davidson, Bridget Marroquin
	0:85	5'	Flex time	
	0:90			