

When we refer to 'facilitation' we are talking about a process that enables people to come to their own understanding of a topic by allowing them to build on their knowledge and experiences and make personal connections.

### TIPS FOR GOOD FACILITATION

Facilitation is not about giving information or being the dominant voice, it is about building a two-way conversation by asking questions which invite and encourage people to think, contribute and reflect.

It can help build people's confidence by allowing them to take ownership of their learning experience and to explore new ideas.

- Use a talking point linked to your topic, such as an image, object, simple experiment or game, as a hook or focus of your facilitation
- Start by inviting people to share and describe their initial reaction to or opinions on the topic or talking point
- Use open questions that encourage discussion
- Allow people to take the lead and let their ideas spark new questions
- Link and build on people's prior knowledge and experiences to help them make connections with their own lives
- Summarise recent parts of the discussion to bring the range of thoughts and ideas together
- Use people's own words and help them clarify what they mean
- Include time for thinking and personal reflection

