

WORKSHOP FACILITATION



Methods & Tools - Future workshop

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FUTURE WORKSHOP:

Future Workshop is a type of workshop that was initially used within urban planning. One of the most important features is that it is democratic - all participants regardless of background and role has as much to say about. It has since begun to be used more and more more even in other areas, such as user-centric design or developing television formats. In a future workshop, participants are given the opportunity to think about how, based on their current situation "Existing" problems can be solved. Below we show how the method can be used to generate ideas, however the arrangement fits most applications.

The workshop consists of three stages:

- **Criticism phase** - criticize the existing, what is good and bad about the present situation?
- **The fantasy phase** - freely chasing opportunities - brainstorming
- **The implementation phase** - choose what is important to proceed with, make an action plan How do we do? preparations: Gather a group of participants and appoint a chairman. The chair's role is to hold the workshop and make sure everyone comes to speak.

Criticism phase

1. Prepare by producing questions to discuss
2. Give all participants post-it notes
3. Set aside the appropriate time for each question! Participants freely chip away at what's good and bad about it existing situation. This is done for all issues to be discussed.
4. When all questions have been highlighted, let the participants tell what they have come up with. It is important here for everyone comes to speech and that they are not interrupted. One tip is to send around a pen or symbol that means only those who have the symbol may talk and no one may interrupt. Comments are written on notes. Post-it the notes with the problems are placed on a common surface by the person who wrote them or by the chairman.
5. The phase ends with finding categories, problem areas. The post-it patches are patched then in these.

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Fantasy phase

- Based on the same questions as in the criticism phase and let all participants think about how a dream situation would look like - how do we solve the problems identified in the criticism phase? It is important during this phase not to be limited by practical circumstances, such as what is technically possible
- Give all participants post-it notes
- Ask participants to write and outline how the problems identified in the criticism phase could be solved
- When all problems are highlighted, each participant tells about what he or she has written, sketched. Post-it the patches are set up on a common surface. The other participants ask questions for understanding. New ideas or commenters are recorded on post-it notes.
- The phase ends with grouping the ideas

Implementation phase

- From the post-it notes, discuss what is appropriate to proceed with
- Choose some ideas to work on
- Concretize the ideas by describing them in more detail
- End the phase by discussing how you proceed with the ideas