

Agenda:

SaskHealth Facilitator Training – September 8, 2005

9:00 **Introduction and Overview**

9:25 **Roles and Responsibilities**

- Pre-session – before the day of the workshop
- Pre-workshop - on the day of the workshop
- During presentations

10:05 Off-air activity

10:20 Coffee Break

10:35 **Roles and Responsibilities continued**

- Report back from off-air activity (phone-in)
- Dealing with difficult people
- Using Questions to encourage participation and learning
 - Individual activity
 - Phone-in with responses to activity
- Using the phone and fax - your responsibilities
- Responsibilities during coffee breaks and lunch
- After workshop responsibilities

11:45 **Question and Answer Period**

- phone and fax your questions to an in-studio panel

Studio Phone Number: (306) 966-7037

Studio Fax Number: (306) 966-2412