Agenda/Idea Catcher/Action Plan

Don't let a good idea get away!

Research shows that people remember 20% of what they hear, 30% of what they see, 70% of what they say and 90% of what they do! If you use an idea within 24 hours of learning it, you're more likely to integrate it permanently. As you proceed through the sections of the workshop, if you hear or think of an idea or concept that you want to use, write it down in the corresponding spaces provided. At the end of each section you will be given time to consider how you will implement these ideas and record you plan in the corresponding spaces.

✓ **Welcome and Introductions**

- Ideas: _____

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- Implementation Plan: _____

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Agenda/Idea Catcher/Action Plan

- ✓ **Parameters**
  - ✓ Ideas: _____

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  - ✓ Implementation Plan: _____

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Agenda/Idea Catcher/Action Plan

- ✓ **Icebreakers**
  - ✓ Ideas: _____

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  - ✓ Implementation Plan: _____

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Agenda/Idea Catcher/Action Plan

- ✓ **What's In It for Me and Parking Lot**
  - ✓ Ideas: _____

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  - ✓ Implementation Plan: _____

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Agenda/Idea Catcher/Action Plan

- ✓ **Questioning**
  - ✓ Ideas: _____

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  - ✓ Implementation Plan: _____

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Agenda/Idea Catcher/Action Plan

- ✓ **Content Review**
  - ✓ Ideas: _____

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  - ✓ Implementation Plan: _____

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