

CEEA-ACÉG Collaboratorium Template

Collaboratorium facilitators

- Name, affiliation
- Name, affiliation

Collaboratorium description

The collaboratorium description should provide the main debate or discussion topic. This section should include a clear statement of the hosting group(s) of the collaboratorium (e.g. the SIG), the main topic of discussion, the different perspectives that will lead/inform the conversations throughout the session.

Learning objectives of the collaboratorium

- To promote an open and respectful space for debating and exploring different points of view
- To create new knowledge of a specific debating topic based on the understanding and communication of the participants
- To set an appropriate collaboratorium in a 90-minute timeline
- To deliver a general conclusion or summary as a result of the final discussion of the audience

Collaboratorium Plan and Schedule

The plan should include specific starting points the audience will discuss, and the description of debate/discussion activities. Collaboratorium without a clear discussion plan and timeline will not be considered. The facilitators may serve as moderators, facilitators and/or as collaborators (if applicable) in the separated and general discussions. Facilitators will designate (if necessary) a participant to deliver the separated and general discussion summaries. These sessions should engage all the participants in active discussion for the majority of the session.

Discussion engagement strategies during the session

Facilitators should deliver a clear description of the main topic as well as key points on how the debate will be conducted (i.e. what is the narrative each group will address the conversation). As well, facilitators are expected to explain the strategies for active participation of the collaborators. It is expected that the description allows participants to decide if they would like to engage with the topic and the opposite narratives.

Timeline distribution example

- Introduction of the facilitators and the topic of discussion, followed by the description of the activity (up to **10 minutes**)
- Group discussion: participants will be distributed into groups to address a designated point of view from the general statement/question (up to **30 minutes**)
- Participants will switch tables (up to **5 minutes**)
- Participants will repeat the same dynamic with a different or opposite narrative of the general question/statement, led by another facilitator (up to **30 minutes**)
- Conclusion and participant discussion (up to **15 minutes**)