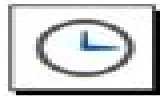


## The Three P's



Facilitator	Notes
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Cumulative time: 0 hours, 40 minutes  
 Time to complete this lesson: 30 minutes



### Objective

To establish that meaningful, long-term goals must be positive, personal and possible.



### Say:

Goal setting is critical to effective time management strategies.

It is the single most important life skill that most people never learn how to do properly.

Goal setting can be used in every area of your life, including financial, physical, personal development, relationships, or even spiritual.

According to Brian Tracy's book *Goals*, fewer than 3% of people have clear, written goals, and a plan for getting there.

Setting goals puts you ahead of the pack!

Hold Brian Tracy's book as you say this.



### Make the following key points:

- Some people blame everything that goes wrong in their life on something or someone else. They take the role of a victim and they give all their power and control away.
- Successful people instead dedicate themselves towards taking responsibility for their lives, no matter what the unforeseen or uncontrollable events.

# Facilitator 3s Guide

**N Colangelo**



## Facilitator 3s Guide:

### **Zenstudies 3: Making a Healthy Transition to Higher Education - Facilitator's Guide** Diane

Marcotte, Marie-Laurence Paré, Cynthia Lamarre, Carole Viel, 2021-08-03 The Zenstudies Making a Healthy Transition to Higher Education program aims to prevent depression and anxiety among first year students in post secondary school It includes three modules or prevention levels Module 3 of Zenstudies presented here is a targeted indicated prevention program consisting in 10 small group sessions no more than 12 students led by two mental health professionals This is the guide for Module 3 the targeted indicated prevention program It presents the 10 small group sessions 6 to 10 students that will be led by two mental health professionals The sessions include 15 components and are tailored to first year students experiencing anxious or depressive symptoms The goal is early intervention aimed at preventing mental health disorders in at risk students It has been shown that the presence of symptoms is a strong predictor of a future mental health disorder which is why intervention is vital at symptom onset By reducing symptoms of depression and anxiety the program also facilitates the transition from high school to college or university thereby lowering the risk of dropout It also raises awareness about anxiety and depression which are both internalizing disorders and equips students with different preventive strategies The Rossy and Bell Foundations made the translation of the Zen tudes program in English possible **The**

**Complete Guide to Facilitation** Thomas Justice, David Jamieson, 1998 This guide includes a wealth of practical information for inexperienced group leaders as well as new tools for seasoned facilitators more than 100 reproducible forms checklists planning aids and guides Selected contents are reproduced in CD ROM format so that you can customize tools to meet your specific needs

**Expanding Options: -[9] Facilitators' guides : [2] Facilitators' guide : Administrator workshop ; [3] Facilitators' guide : Counselor workshop ; [4] Facilitators' guide : Elementary teacher workshop ; [5] Facilitators' guide : Secondary teacher workshop ; [6] Facilitators' guide : Student leader workshop ; [7] Facilitators' guide : Student workshop ; [8] Facilitators' guide : Support staff workshop ; [9] Facilitators' guide : Parent workshop** Center for Studies of the Person (San Diego, Calif.), 1984 [The Facilitator's Fieldbook](#) Tom

Justice, David W. Jamieson, 2012-08-31 An invaluable guide that provides you with the comprehensive tools and knowledge you need to help your teams and ultimately your organization succeed The completely revised third edition of this longtime go to resource for novice and experienced facilitators provides new team building exercises as well as updated information on virtual meetings mediation strategic planning and much more Loaded with procedures checklists guidelines samples and templates The Facilitator s Fieldbook covers all the key areas of successful team management including establishing ground rules planning meetings and agendas brainstorming resolving conflict making decisions and helping groups optimize their time You ll also gain tips on maintaining the tone and flow of meetings and will learn to determine when to delegate projects to individuals rather than assembling a group Collaborative projects have become an increasingly prevalent feature of

modern business strategies and workplace dynamics But intentional strategic facilitation is essential to making sure these groups and teams are effective

**Stepping Up, Facilitator's Guide, CD-ROM Included** Miki Lane, Marilynne Malkin, Wendy Shanken, Dennis Cavendish, 2007-12-04 The Stepping Up Facilitator's Guide offers you the tools and guidance you need to prepare and implement an effective one day workshop for first time and aspiring supervisors This proven workshop gives you the tools and materials you need to present an accurate real life picture of what it means to be a supervisor the expectations for the position the skills and knowledge required as a supervisor and the path to effectively supervise others

**Facilitator's Guide to Leading Schools in a Data-Rich World** Lorna M. Earl, Steven Katz, Sonia Ben Jaafar, 2007-10-10 This facilitator's guide helps trainers build educators understanding of data analysis promote an inquiry habit of mind and develop leaders capacity to support an inquiry process

The Remote Facilitator's Pocket Guide Kirsten Clacey, Jay-Allen Morris, 2020-06-30 This approach to remote facilitation makes virtual meetings powerful means of collaboration using proven techniques to accommodate a diversity of cultures locations and personalities Many people struggle with remote meetings a cocktail of factors such as technical barriers and invisible group norms increase the uncertainty and risk of the already vulnerable task of collaborating and sharing ideas When remote meetings go badly they go really badly Few things feel as lonely and intimidating as speaking to a screen with unreadable faces staring back in silence This book will help you improve the quality of your remote meetings With a little awareness some planning and some practice you can make your remote meetings an effective engaging and powerful mechanism for collaboration within your organization This book is for anyone seeking to get more value from remote meetings Whether you're a seasoned facilitator a new facilitator or someone hoping to improve team meetings you will be empowered with principles and actionable methods to enhance your organization's effectiveness

Facilitator's Guide to Participatory Decision-Making Sam Kaner, 2014-04-15 Unleash the transformative power of face to face groups The third edition of this ground breaking book continues to advance its mission to support groups to do their best thinking It demonstrates that meetings can be much more than merely an occasion for solving a problem or creating a plan Every well facilitated meeting is also an opportunity to stretch and develop the perspectives of the individual members thereby building the strength and capacity of the group as a whole This fully updated edition of The Facilitator's Guide to Participatory Decision Making guides readers through the struggle and the satisfaction of putting participatory values into practice helping them to fulfill the promise of effective group decision making With previous editions already embraced by business and community leaders and consulting professionals around the world this new book is even more insightful and easy to use New for this edition 60 pages of brand new skills and tools Many new case examples Major expansion and reorganization of the advanced sections of the book New chapter Teaching A Group About Group Dynamics Doubled in size Classic Facilitator Challenges Substantially improved Designing Realistic Agendas now three chapters with wise insightful answers to the most vexing questions about meeting design

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