

Inroads Action Learning Program

Sample Organizational Project Model Agenda

Pre-work

In-person or telephone contact with learning coach

- discussion about program
- coaching to help choose a Personal Learning Goal (PLG)
- Completion of Myers-Briggs Type Indicator; Multi-rater 360 assessment; and Learning Styles Questionnaire

Month #1

Day 1	Learning Content Area / Rationale	Skills/Knowledge Addressed
<i>Welcome and introductory exercise</i>		
<i>Business case/ why are we here / what's in it for me?</i>	Presentation by CEO and program sponsor <ul style="list-style-type: none"> • how this program connects to the business and results • the importance of development to the business • what the participants can expect to gain from attendance 	
<i>What is action learning?</i>	Brief presentation by learning coach to begin to help participants understand the process	
<i>Project presentations by sponsors</i>	Project sponsors provide overview of their project questions and their expectations of the team who will work on their project	
<i>Team selection</i>	If teams have not been pre-chosen, participants choose the project they wish to work on following guidelines set out by the learning coaches	
<i>Project team meetings</i>	In the first meeting, the intent* will be to cover: <ul style="list-style-type: none"> • norming • introduction to the Action Planning Cycle • examination of assumptions about the project • development of questions for the sponsor • reflection 	Critical thinking Reflection
<i>Meeting with sponsor</i>	Team checks assumptions and questions with sponsor	
<i>All team session</i>	Lecture/group discussion on MBTI Exercise on MBTI Team discussions of use of understanding of type in work in team and on job	Improved understanding of self and others
<i>Project team meetings</i>	Discussion of MBTI results and implications for team and personal learning goal	
<i>Evening all team session</i>	Team building exercise	

*Given the nature of the process of action learning, although the learning coach will provide input and guidance as requested/needed by the team, the team will set the final agenda in each meeting.

Day 2	Learning Content Area / Rationale	Skills/Knowledge Addressed
<i>All team session</i>	Introduction to large group dialog as a way to share experience and learn	Model for thinking differently
<i>All teams session</i>	Lecture/group discussion on emotional competency	The impact of emotional competency on business results
<i>Project team meeting</i>	Discussion of emotional competency results and implications for personal learning goal	Improved understanding of self and others
<i>Personal learning goals</i>	In project teams, individuals will share their personal learning goals with team members in individual "airspace" (1/2 team members)	Surfacing Examining and challenging assumptions Reframing problems
<i>Project team meetings</i>	Teams will continue work on their project using the Action Planning Cycle	Reflection
<i>Personal learning goals</i>	In project teams, individuals will share their personal learning goals with team members in individual "airspace" (1/2 team members)	Surfacing Examining and challenging assumptions Reframing problems
<i>All team session</i>	Teams meet, discuss progress with project, and act as "consultants" to other teams	Cross-team consulting
<i>Evening all team session</i>	Exercise on influencing	

Day 3	Learning Content Area / Rationale	Skills/Knowledge Addressed
<i>All team session</i>	Lecture/group discussion on learning styles Final completion of LSQ Exercise on learning styles Team discussions of use of learning styles in work	How individual's learn and how to use that knowledge in team interaction
<i>Project team meetings</i>	Teams will continue work on their project using the Action Planning Cycle Learning coach will intervene with meeting management and feedback "just-in-time learning" modules, as needed Reflection	Meeting management Feedback
<i>Team assessment instrument</i>	Each team assesses their work together as a team, either with an instrument they design or one provided by coach	Team development
<i>All team session</i>	Final large group dialog	Model for thinking differently

Month #2—1 month later

Day 4	Learning Content Area / Rationale	Skills/Knowledge Addressed
<i>Project team meetings</i>	Teams will continue work on their project using the Action Planning Cycle Learning coach will intervene with TALK model, Ladder of Inference and consensus decision making “just-in-time learning” modules, as needed Reflection	Critical thinking Decision making
<i>Personal learning goals</i>	In project teams, individuals will share their personal learning goals with team members in individual “airspace” (1/2 team members)	Surfacing Examining and challenging assumptions Reframing problems
	Final large group dialog	Model for thinking differently

Month #3—1 month later

Day 5	Learning Content Area / Rationale	Skills/Knowledge Addressed
Personal learning goals	In project teams, individuals will share their personal learning goals with team members in individual “airspace” (1/2 team members)	Surfacing Examining and challenging assumptions Reframing problems
Project team meetings	Teams will continue work on their project using the Action Planning Cycle Learning coach will intervene with conflict “just-in-time learning module, as needed Teams will complete team assessment instrument to determine areas of improvement and those which need to be developed	Conflict
All team session	Team building session	Large group interaction

Month #4—1 month later

Day 6	Learning Content Area / Rationale	Skills/Knowledge Addressed
All team session	Business simulation to assess and develop skills in decision making, influencing, communication and dealing with conflict	Decision making Influencing Communication Dealing with conflict
Project team meeting	Meet with CEO and/or sponsors to discuss progress on PLGs, team development and learning and project	
All team session	Final large group dialog with CEO and sponsors	Model for thinking differently

Month #5—1 month later

Day 7	Learning Content Area / Rationale	Skills/Knowledge Addressed
<i>Project team meetings</i>	Teams will continue work on their project using the Action Planning Cycle	
<i>Personal learning goals</i>	In project teams, individuals will share their personal learning goals with team members in individual "airspace"	Surfacing Examining and challenging assumptions Reframing problems
	Final large group dialog	Model for thinking differently

Month #6—1 month later

Day 8	Learning Content Area / Rationale	Skills/Knowledge Addressed
<i>Project team meetings</i>	Teams will continue work on their project using the Action Planning Cycle Teams will complete team assessment instrument to determine areas of improvement and those which need to be developed	
<i>Personal learning goals</i>	In project teams, individuals will share their personal learning goals with team members in individual "airspace"	Surfacing Examining and challenging assumptions Reframing problems

Day 9 ad 10	Learning Content Area / Rationale	Skills/Knowledge Addressed
<i>All team session</i>	Presentation to CEO and sponsors <ul style="list-style-type: none"> • personal learning goals • team learning and development • large team learning and development • project recommendations and involvement in "consulting" with affected organization for implementation 	
<i>All team session</i>	Final large group dialog with CEO and sponsors	Model for thinking differently
<i>All team session</i>	Celebration	