



10 Fantastic Facilitation Freebies



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10 Fantastic Facilitator Freebies is a complimentary eBook available to anyone wanting help with planning or writing a workshop, group task session or away-day.

In this book you'll find ten great examples for

- Ice-breakers
- Kick-starting Creative or Brainstorm Process
- Story Starters
- Improving Conversation Flow
- Developing Dialogue
- Problem Solving
- Maximise Contributions
- Stimulate New Thinking
- Innovation Drivers
- Closing and Debrief Activities

The full eBook with 101 Facilitation Exercises and Tips comes free as guide with 101 Image Cards.

1. Storytelling or Discussion Activities

Purpose: Not only does this exercises help with encouraging creative thinking among the group member, it also promotes communication. It works well to start a brainstorming session.

Group Size: Any

Duration: 5 to 15 minutes

Materials: Paper, pens and Image Cards

1. Participants can do a storytelling activity in "story chain" groups of 3-5. The group forms a circle and each participant draws two or three cards. One person begins a story, incorporating the image on one card in some way.
2. The story then continues around the circle, with each person adding a piece to the story using the image on his or her cards, until all the cards have been used.
3. Participants can each choose a card and tell a partner, a small group or the whole group, what the card they chose says about a chosen topic.
4. Participant can work individually, in pairs, or in small groups to sort cards in any way that makes sense to them. When they have finished sorting, they can explain how they arrived at their groupings.

2. Image Card Charades

Purpose: This activity is perfect for bringing more aliveness into the session, or to end a workshop with challenging content. The image cards make the process of the game much easier and more straightforward.

Group Size: 5 to 10 people

Duration: 10 to 15 minutes

Materials: Image Cards

1. Hand out a random image card to each participant choose cards that other participants will have a chance at guessing.
2. Explain to each participant that they have to act out the image on card.
3. Participants are given 1 minutes to guess the image.
4. The person acting out the charade is not aloud to speak, they can only make noises.

3. Shared Experience

Purpose: The purpose of this activity is to give participants the opportunity to look at issues in their past and share them with other participants to uncover common ground.

Group Size: Any

Duration: 15-20 minutes

Materials: Image Cards

1. Ask the participants to an image card that relates to their past, at a time when they had an experience with a specific topic e.g diversity.
2. Divide participants into groups of four or five and ask them to discuss their card, and the similarities and differences in their early experiences.
3. Then ask for each group to pick an image card that most relates to their collective story from the image cards within their group.
4. Reconvene and have them orally report on what kinds of experiences were similar and what kinds were different.
5. Record the responses on a flipchart.

4. Writing Activities

Purpose: These are meant to stimulate creativity either by writing essays, poems, or short stories.

Group Size: 5 to 15 people.

Duration: Depends on activity.

Materials: Paper, pens and Image Cards

1. Participants can draw two to five Image Cards at random, then weave together the images they picked in a story, essay, or poem.
2. Each participant can pick one card at random. Participants can then count off in groups and each group can write a story incorporating all the images in the group.
3. Participants can deliberately choose several images that they believe relate to each other in some way, then write about the relationship or incorporate the interrelated images in a story, essay, or poem.

5. Presentation Game

Purpose: A game about improvisation and performance.

Group Size: Teams of 2 to 4 people

Duration: 15 to 20 minutes

Materials: A whiteboard or big piece of paper and Image Cards.

1. Have each team draw at least 5 random Image Cards that they must talk about and include during their presentation.
2. Give the group 5-10 minutes to create their presentation; they must incorporate all their cards.
3. Each team presents to the whole group in turn.
4. You can incorporate judges to determine the winner if you wish.
5. This game is more about improvisation and performance, so winning or losing isn't necessarily an important part of this game.
6. Ensure there is time for the whole group to give feedback on presentations and how they felt they coped with the task.

6. Personal introductions

Purpose: One of the best activities that can help participants get to know one another better.

Duration: 20 seconds - 1 minute per person

Group Size: Any

Materials: None

1. Each person gives their name, where they are from and one other fact about themselves.
2. The fact could be freely chosen by each individual or the facilitator could suggest a theme (e.g. what kind of food they like, why they are at the meeting, something good that happened in the last week).

7. Name Game

Purpose: This is a great activity that helps participants remember each others name.

Duration: 5 - 15 minutes

Group Size: 10 - 30 people

Materials: None

1. The group stands in a circle facing each other.
2. Everyone needs to think of a verb (action word) that begins with the same letter as their name.
3. Have an initial go-round where everyone says what their name is (e.g. Jumping James).
4. When everyone has said what they're called, start off by throwing a (real or imaginary) ball to someone while saying their name and acting out the verb (so you throw a ball to Jumping James, and jump while you say his name). James then throws the ball to the next person, while saying and acting out their name (Laughing Lindsay)... Of course you can run the same game without the verb.
5. In large groups you can add to the challenge and keep everyone on their toes by using several balls at the same time.

8. People bingo

Purpose: A flexible and gentle icebreaker, it really help participants with getting to know one another.

Duration: 10 - 20 minutes

Group Size: 5 - 40 people

Materials: Paper and pens.

1. Write down a list of questions you would like each person in the group to find answers to from other people in the group.
2. The question can be specific to the session e.g. "What qualities do you have that makes you a good trainer?" or generic "How are you feeling today?" It is useful for everyone to have questions on sheet of paper to carry around and fill in answers as they get them.
3. Each person should only ask one question to one person then find somebody else to introduce themselves to and ask another question.
4. When they have found answers to all their questions they shout bingo and have finished. Ten questions gets people well mixed and a lot of information shared.

9. Getting present

Purpose: This activity is great for allowing participants to become more aware of any issues or concerns that may be troubling them, and determining whether or not if you as the facilitator can do anything to assist them.

Duration: Up to 5 minutes per person;

Group Size: 3 - 15 people

Materials: None

1. Sit in a circle so that everyone can see and hear each other.
2. Ask each person in turn to share concerns, distractions and events that are on their mind. For example: "I'm giving a presentation this afternoon and I feel nervous." "My daughter had a baby last night. It's my first grandchild."
3. Ask everyone to give their full attention to the speaker.
4. As facilitator you can help people if they appear stuck. Interventions could include: "Is there any action you want to take?" "Is there anything else you want to say about that?"
5. This tool is suitable for groups that work together closely and where there is a high level of trust.

10. Alternative CV

Purpose: This exercise helps people to appreciate themselves and others for who they are, laying a good foundation for working together.

Duration: 15 - 25 minutes

Group Size: 5 - 40 people

Materials: Coloured sheets and coloured pens

1. Ask people to draw a pattern of their choice on their piece of paper.
2. When everyone has finished ask people to fill the pattern with words or phrases describing what they like about themselves, skills they have and skills they would like to have.
3. Pass around the finished patterns for everyone to look at or hang them up on the wall and allow people to discuss in pairs, small groups or in a circle.

The complete eBook

101 Fantastic Facilitator Exercises and Tips

is available from 101imagecards.com

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