

## Atlas III Content Agenda for November 2019 V.5

This agenda reflects the timing from the most recent block schedule. I have assigned topics to each block. Not all topics require breakouts since we can do in room exercises for some of these content areas. We can stop recording when exercises are taking place.

Timing and type of session	Topic and description	Additional notes and needs
Day 2, Sun November 3		
17:00-18:30 60 min	At-Large Prep for Atlas III Meet with leaders who will serve as coaches for groups to discuss how to facilitate the breakout sessions and other duties in plenary sessions	David will provide handouts for coaches as well as instruction for breakouts and plenary sessions.
Day 3, Mon. November 4		
15:15-16:45 90 min. Plenary  New time	<p><b>Thought and Change Leadership Effective Communication</b></p> <ul style="list-style-type: none"> <li>• 15 min. Introduce workshop and case study</li> <li>• 30 min. Exploration of At-Large Organizational Leadership with Panel of Leaders</li> <li>• 15 min. Skills of Leaders emphasizing “thought leadership and change leadership”.</li> <li>• 30 min. Effective Communication/Listening and asserting skills</li> </ul>	<p>Overview of case and history will be sent as prework.</p> <p>Panel discussion about At-Large Leadership with DK moderating/facilitating. We need a group of At-Large Leaders past and present to be on the panel. Perhaps 4 or 5 people? I will ask questions of the panel and move the discussion along. The theme is to talk about becoming thought leaders and change leaders.</p>
17:00-18:30 90 min Breakout	<p>Discussion of case and what to do as thought leaders and change leaders to move the process ahead.</p> <p>In the middle of breakout coaches do a learning exercise to see how effectively groups are using</p>	<p>These will be single stakeholder groups to discuss the case and their point of view on the case. Coaches work with discussion groups facilitating discussion and a guided exercise in team learning focused on listening and asserting skills. Case group points of view will</p>

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	listening and asserting skills.	be handed out during this session
Day 4, Tues. November 5		
08:30-10:15 105 min. Plenary	<p><b>Conflict and Influence</b></p> <ul style="list-style-type: none"> <li>• 60 min. Conflict management skills</li> <li>• 45 min. Ethical Influence using DOASAP model (Desired Outcome, Assess and Ask Stakeholders, Assert with Power)</li> </ul>	
10:30-12:00 90 min Breakout	60 min. Conflict and Influence Practice with Case Participants talk about their positions on the case and utilize the conflict and influence skills.	This will be a multistakeholder group breakout so we can create some conflict and difference of opinion.
60 minutes in breakout	Coaches facilitate the discussion and do a team learning session with them to see how they are influencing and handling conflicts	Need to create groups that are not in agreement with each other.
30 minutes in plenary	30 min. Groups return to plenary to talk about intercultural communications and awareness to prepare for GAC/Board Meeting observations	
15:15-16:45 90 min Plenary and meeting observation	<p><b>Intercultural communications and awareness</b></p> <p>Participants go to GAC/Board meeting and observe what's going on that might have cultural implications. They then either come back to plenary for discussion or we begin in plenary.</p>	Observation worksheet will be provided to take notes for discussion later
17:00-18:30 90 min Plenary not breakout	<p><b>Coaching</b></p> <ul style="list-style-type: none"> <li>• 30 min. Coaching using a solution focused targeted questioning approach</li> <li>• 60 min. Coaching practice in groups of three The coaching topics will be something real to each of the leaders with another leader coaching them and the third observing the coaching model usage. This will</li> </ul>	Instead of a breakout here we will do a plenary session and coaching will be practiced in groups of three in the main room. Native speakers can be grouped together and no translation will be needed.

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	be done with three rounds of about 20 minutes each.	
Day 5, Wed. November 6		
8:30-10:15 105 min Plenary	<p><b>Personal and public presentations</b></p> <ul style="list-style-type: none"> <li>• 45 min. Personal presence</li> <li>• 60 min. Pyramid principle for structured thinking and presentations</li> </ul>	Need topics that are ICANN community related that are not associated with EPDP Phase 1 case that generate a lot in information that needs to be structured for clear communication.
13:30-15:00 90 min Breakout	60 min. Preparing presentation and statements of points of view and/or recommendations going forward for case with team coaches in each room.	This is a single stakeholder breakout like the first one.
Then last 30 min. in plenary	30 min. Back to plenary room for presentations of points of view/statements to larger group. This will be done in small groups with each member presenting their team point of view to members of other learning teams.	Need guidelines for what kind of statement or response would be made in the case.
17:00-18:30 90 min Plenary	<p><b>45 min. Time management and Delegation</b></p> <ul style="list-style-type: none"> <li>• Presentation of models for time management and discussion of best practice.</li> <li>• Delegation exercise and best practice.</li> </ul> <p><b>45 min. Meeting facilitation</b></p> <ul style="list-style-type: none"> <li>• Stages of meetings and groups</li> <li>• Staying on agenda</li> <li>• Handling que</li> <li>• ICANN nuance and best practices</li> </ul>	

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Day 6, Thurs. November 7		
12:15-13:15 60 min	Working Lunch and Wrap Up This will be a lunch session to close Atlas III	Handout certificates, could be coaches doing this.
13:30-14:30	At Large Wrap Up Session <ul style="list-style-type: none"><li>• Discussion of key learnings from Atlas III, how the skills were applied at the meeting, and commitments for development'</li></ul> <p>There is a second hour that will be moderated by At Large for further wrap up on meeting</p>	Participants sit with their stakeholder groups and talk about key learnings and commitments with each other. Coaches take notes on commitments to be considered post Atlas.