

Spring Face2Face 2016 Program

Logistics	Program	Workspace	Post Conference Notes
Travel, parking, hotels, etc.	Schedule and agendas	Working documents and links	Captured flip-charts and notes

Schedule

The Face2Face begins at Lunch on Wednesday and ends at Lunch on Friday.

	8AM	8:30-11:45am	11:45-1:15	1:15-5:00pm	6:00pm
Day 1: Wednesday, 4/20			1PM Gather	Stage/Agenda Setting	Dinner on your own
Day 2: Thursday, 4/21	Breakfast in Room	Working Session	Lunch	Working Session	Dinner on your own
Day 3: Friday, 4/22	Breakfast in Room	Report out/Wrap up			

Goals and Approach

Workshop focus

Influence and Leadership Skills for Architects - driving strategic decisions

Example Topics

Getting Consensus -- Voting Structures, Minimum Specs (Liberating Structures), Affinity Diagrams

Sharing Knowledge -- Stories, Metaphors, Images

Managing Meetings -- Flip Chart Management, Capture and Collect

Building Relationships -- Eight Ways to Influence

Inspiring Action -- Strategic Thinking, Linking to the outcome, Inspiring stories

Getting work done -- Unconference, Kanban Board

Personal Leadership – Defensive Calendaring, Influencing Styles

F2F meeting structure

The structure uses principles from hackathons and unconferences where we are agile in the agenda and deliverables and focused on creating a set of resources for ITANA members.

1. Most of day 1 is for stage setting. The items listed in Example Topics provide a starting point and by the end of the day we should have topics, leads, and teams to tackle them (topics, not leads). Teams are encouraged to eat dinner together and begin discussions on their topics.
2. Day 2 is hackathon day. Teams work on their topic, creating the outcomes listed below. If they complete their topic, they can choose another one. This continues throughout the day.
3. Day 3 is presentation day. Each team will present their completed topics to the assembled group.

Outcomes

1. In person idea sharing and exchange
2. A best practices library relating to the use of these tools
3. A set of guidelines for each tool. In what context is the tool useful? Who is the intended audience? What kinds of information does it best convey?
4. Information that can be applied to one or more problems at the home institution. Ideally that work can be fed back to the library started in the F2F.