

Planning a DAoM Traveling Workshop

There needs to be a local organizer who is in charge of planning the workshop locally. This will be our main contact person. The following list provides suggestions for the local organizer to make the traveling workshop successful (in our experience). Please let us know if you have questions or need help.

- We like to spend around 9 hours of workshop time with the participants, plus extra time during meals to socialize. This could happen in 2 or 3 days.
- Please invite participants from other local institutions (K-University and adult educators). The variety makes the workshop so much richer and helps build a local IBL community.
- Mention in the invite that the workshop is free.
- Sometimes it is helpful if workshop invitations come from us (the “expert” outsider), let us know how we can help.
- The room the workshop is in needs to have a video projector with audio to show videos. It also needs some tool for participant to share their thinking: boards, easel paper, or document camera.
- A room with tables would be great but movable chairs will work, too.
- 10-30 participants is a great number to work with.
- The more food the better! ☺ We suggest coffee and snacks during the sessions and lunch and/or dinner as a whole group. This will create community and make people happy.
- We teach our workshop using inquiry, so we will not talk at the audience for long periods of time. Instead we will facilitate mathematical and pedagogical activities as well as discussions around IBL. We are open to different topics and activities. Let us know what you think is needed most at your institution and we will tailor our workshop to your needs.
- Please send us a list of participant names, institutions and email addresses a week before the workshop so we can send them a pre-survey and suggest some videos to watch and blogs to read. It may be helpful for the local organizer to send out this email.

Funding:

The Nation Science Foundation funds many workshops hosted by a higher education institution. The host organization just needs to pay for food and other supplies.

Final Report:

We ask the local coordinator to write a quick report about the traveling workshop. How did you perceive the general energy of the workshop? Do you think people learned a lot? Not so much? Which activities do you think worked best? Why? What could the DAoM team improve?