

Faculty Education Program (FEP)—online activities

Week 4—Facilitating small group discussions

Learning outcomes:

- Identify the characteristics of a discussion session
- Define the role of the discussion facilitator
- Formulate a structure for planning and facilitating a discussion
- Identify a variety of techniques to stimulate discussion
- Describe how to handle participants who over- or under-contribute
- Summarize learning to close a discussion
- Evaluate a discussion group in terms of good and bad practice

Tasks:

1. Read the booklet “Facilitating small group discussions”
2. Complete the eModule “Facilitating small group discussions”
3. Watch the video “Discussion group”
4. Use the discussion group checklist to give feedback to a discussion group leader
5. Prepare a clinical case discussion for the face-to-face event

Task 4.1: Read the booklet “Facilitating small group discussions”

Purpose (learning outcomes): after reading the booklet, you should be able to

- Identify the characteristics of a discussion session
- Define the role of the discussion facilitator
- Formulate a structure for planning and facilitating a discussion
- Identify a variety of techniques to stimulate discussion
- Describe how to handle participants who over or under contribute
- Summarize learning to close a discussion

Task: Read the booklet and make notes if necessary. You will find the self-assessment for discussion group leaders on the “checklist” corner at the course homepage.

Task 4.2: Complete the eModule “Facilitating small group discussions”

Purpose: test the knowledge you just have gained while reading the booklet and reinforce the learning.

Task: start the module and complete the questions. You will not be rated and your results will not be stored.

Task 4.3: Watch the video “Discussion group”

Purpose: Evaluate a discussion group in terms of good and bad practice.

Task: watch the video and use the checklist to prepare the feedback for “John”.

Task 4.4: Give feedback to a discussion group leader

Purpose: Evaluate a discussion group in terms of good and bad practice and give feedback to a discussion group leader.

Task: Write down your feedback (use the checklist) on the feedback form as you would give it later to “John” and keep it for now. We will need that later.

Task 4.5: Prepare a clinical case discussion for the face-to-face event (microteaching)

Purpose: to show how to lead a small group discussion and to get feedback from your fellow participants. We will not so much concentrate on the content, but will carefully consider the delivery of your teaching.

Task: prepare a 10-minute discussion to be conducted at the face-to-face event

Please prepare a clinical case of your own choice to be discussed.

You can use the checklists which you will find on the online course homepage on the bottom right.