



Laying the Groundwork: Planning a Conversation

Module Two helps you choose a topic for conversation and identify a conversational goal. You'll also be able to identify partners and stakeholders that may help you in planning or facilitating a conversation.

1. Choosing a Topic

a. Identify an ISSUE or program that you think might be enhanced by conversation.

Write down all your ideas. Circle the one that you feel connects most directly to the community or library.

b. What are the primary GOALS of your conversation?

Refer to the Streams of Engagement Resource (or the Facilitation Guide, p.7) for guidance.

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MY GOAL(S) IN HAVING A CONVERSATION ON THIS TOPIC ARE:

c. Once you think you have a topic and goal, who can you talk to for FEEDBACK on your ideas?

List them here.

Talk to people who might be a part of the conversation to find out if they feel it is relevant

Move to Part 2



2. Understanding Your Topic

Use the questions below to think about what information would be helpful to know about your topic.

a. What **facts or figures** might be most helpful to participants?

b. Is there **existing community-specific information** that would be useful?

c. What **resources** might you point participants to if they wish to understand the topic deeper outside of the conversation?

 [Move to Part 3](#)



3. Partners and Supporters

In the field below, **Identify partners** and the insights you hope to gain from them in planning or carrying out your conversation. To do this, **ask yourself:**

- *Who might be helpful partners in guiding this conversation or your preparation for it?*
- *Who might be able to offer insights about how the topic is framed, help facilitate, or help get people to participate?*

WHO...

HOW...

