



Climate Virtual Exchange: Enhancing Climate awareness
in Europe and the South Mediterranean Area

D2.3 Training outlines and agendas



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About CLiVEX

The overarching goal of CLiVEX - Climate Virtual Exchange: Enhancing climate awareness in Europe and the Southern Mediterranean Area, is to enhance intercultural dialogue between students from Europe and the Southern Mediterranean area on the topic of climate change.

Consortium members

- UNIMED, Mediterranean Universities Union, Italy – coordinator
- SPF, Sharing Perspectives Foundation - The Netherlands
- SOLIYA, Association Soliya Tunisia - Tunisia
- UNIPD, Università di Padova - Italy
- ANNU, An-Najah National University - Palestine
- LIU, Lebanese International University - Lebanon

More at <https://clivex.eu>



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Executive Summary

D.2.3 “Training Outlines and Agendas” outlines the structures of the Introduction to Online Dialogue Facilitation Course and Advanced training. It includes the training agendas, assignments information, and assessment requirements.

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V2	UNIMED	07.12.2023	Suggested changes: add executive summary, revise layout
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Table of Contents

1. Introduction to Online Dialogue Facilitation Course	6
1.1 Overview	6
1.2 Agenda	6
Week 1 – Foundations	6
Week 2 – Role of the Facilitator	6
Week 3 – Good Discussion and Asking Good Questions	6
Week 4 – Moving Beyond the Surface: Critical Thinking	7
Week 5 – Concluding the Course	7
1.3 Learning Outcomes	7
1.4 Assignments	8
1.5 Assessment requirements	8
2. Advanced Training	9
2.1 Overview	9
2.2 Agenda	9
Week 1 – Soliya’s Dialogue and Facilitation Model	9
Week 2 – Deepening Dialogue: Critical Thinking	9
Week 3 – Promoting Engagement	9
Week 4 – Identity & Dialogue	9
Week 5 – Working with Emotions	10
Week 6 – Managing Conflict & Tensions	10
Week 7 – Power Dynamics	10
Week 8 – Conflict Avoidance	10
Week 9 – Co-facilitation & teamwork	10
Week 10 – Preparing to Facilitate	10
2.3 Learning Outcomes	11
2.4 Assignments	11
2.5 Assessment requirements	11



1. Introduction to Online Dialogue Facilitation Course

1.1 Overview

In this Interactive Open Online Course “Introduction to Dialogue Facilitation”, participants will learn the functions of dialogue and virtual exchange; identify key principles and components of facilitation; and learn basic skills and approaches to successfully facilitate online dialogues.

This 5-week course consists of 5 modules. This course is partially self-paced: participants can work on the weekly materials at their own pace, but they are also expected to interact and meet weekly assignment deadlines alongside their peers. The estimated time commitment is 2-3 hours per week.

The course is held on the CLiVEX Brightspace platform. All you need to participate is a computer and internet access.

Upon successful completion of this course, participants will be eligible to continue their qualification and training with the Advanced Facilitation training and consequently become facilitators in the CLiVEX dialogue programmes.

1.2 Agenda

Week 1 – Foundations

- Introductions
- What is Virtual Exchange?
- What is Dialogue?
- The Essential Dialogue Toolbox
- Dialogue tool: Active listening, part I

Week 2 – Role of the Facilitator

- Facilitation model in online facilitated dialogue
- Promoting safe dialogue space
- Neutrality and multipartiality
- Personal triggers
- Dialogue tool: Active listening when triggered

Week 3 – Good Discussion and Asking Good Questions

- Good discussion in dialogue
- Dialogue tool: Asking effective questions



- Dialogue tool: Mirroring and summarising

Week 4 – Moving Beyond the Surface: Critical Thinking

- Critical thinking in dialogue
- Dialogue tool: Critical thinking questions
- Dialogue tool: Observations
- Self-assessment

Week 5 – Concluding the Course

- Finalising pending activities
- Final assessment
- What's next

1.3 Learning Outcomes

Understand the functions of dialogue and virtual exchange

- Understand the goals and objectives of virtual exchange
- Identify the similarities and differences of facilitating online interactions and offline
- Differentiate between dialogue and other forms of communication

Identify key principles and components of facilitation

- Understand principles of neutrality, impartiality, and multipartiality
- Understand the roles and responsibilities of a facilitator
- Identify core attributes of a facilitator

Learn basic skills and approaches to successfully facilitate online dialogues

- Self-evaluate one's personal style and the impact on one's facilitation approaches
- Develop processes for establishing relationship and trust online as a means for encouraging participation

Enable continued engagement with Virtual Exchange

- Understand the goals, functions, and future possibilities for facilitating within Virtual Exchange projects
- Gain ability to continue with Advanced facilitation training and practice



1.4 Assignments

There are 2-3 weekly activities corresponding with the learning material that participants are expected to submit. These vary in format, but generally require practicing facilitation through short video clips and other interactive materials and giving peer feedback.

There are also weekly assessments that sum up the learning of the week. For all assessments and activities participants will receive individual feedback.

Table 1 – Activities and assignments in the Introduction Course

Week	Activity	Assignment
Week 1	Ice-breaker	
Week 1	Dialogue vs. debate	
Week 1	Active listening	
Week 1		Principles of dialogue
Week 2	Explain the facilitator role	
Week 2	Active listening while triggered	
Week 2		Facilitator neutrality and multipartiality
Week 3	Asking good opening questions	
Week 3	Asking good follow-up questions	
Week 3	Mirroring	
Week 3		Good questions
Week 4	Critical thinking questions	
Week 4	Observations	
Week 4	Self-assessment	
Week 5		Final assessment: grade the facilitator

1.5 Assessment requirements

To pass the course, participants are expected to successfully complete 80% of the activities and 100% of the weekly assignment.

Participants have the possibility to resubmit activities and assignments if they do not successfully complete them at the first submission.



2. Advanced Training

2.1 Overview

The Advanced training deepens understanding of dialogue facilitation and provides experience in promoting constructive engagement online and in person. It provides a wide range of facilitation skillsets, tools and strategies to address various group dynamics, manage emotions and enable learning through conflict.

This is a 10-week training with weekly live training sessions and asynchronous learning content. Each training week, you will have a 2-hour live training session. In addition, going over the weekly asynchronous materials will take up to 2 hours per week.

The live training sessions are held on Zoom. The asynchronous engagement takes place on the CLiVEX Brightspace platform. To participate, you need a computer and a good quality internet access.

2.2 Agenda

Week 1 – Soliya’s Dialogue and Facilitation Model

- Introduction to training and learning as a group
- Soliya’s dialogue model
- Facilitator role as neutral and multipartial third party

Week 2 – Deepening Dialogue: Critical Thinking

- Promoting deeper communication through critical thinking
- Role of body language in communication
- Dialogue tool: active listening
- Dialogue tool: critical thinking questions

Week 3 – Promoting Engagement

- Good discussion in dialogue
- Tools and strategies for balanced participation
- Dialogue tool: observations
- Dialogue tool: mirroring and summarising

Week 4 – Identity & Dialogue

- Role of identities in group discussions



- Engaging with difference: including diverse perspectives
- How is my identity impacting the way I facilitate?
- Dialogue tool: observations

Week 5 – Working with Emotions

- Role of emotions in dialogue
- How to notice and acknowledge diverse emotions
- Managing emotions as a facilitator

Week 6 – Managing Conflict & Tensions

- Role of conflict and tensions in dialogue
- What is your comfort level with conflict?
- Ensuring constructive learning from conflict

Week 7 – Power Dynamics

- Becoming aware of the group's power dynamics
- How do power dynamics impact communication?
- Strategies for mitigating power dynamics

Week 8 – Conflict Avoidance

- The impact of not sharing openly to authentic communication
- Facilitating a group that avoids voicing differences

Week 9 – Co-facilitation & teamwork

- Best practices of co-facilitation
- Collaborating across differences online and offline

Week 10 – Preparing to Facilitate

- What are my facilitation strengths and areas of growth?
- Final questions and closing
- What's next



2.3 Learning Outcomes

Upon successful completion of the training participants will:

- Understand the power, potential, challenges and limitations of facilitation
- Through extensive individualised feedback have built a strong self-awareness of their own perspectives and facilitation style
- Feel confident in their knowledge and application of key facilitation tools including active listening, dealing with difficult dynamics and generating effective group collaboration
- Be ready to facilitate in the CLiVEX dialogue programs.

2.4 Assignments

The short asynchronous weekly activities prepare participants for the live training sessions, where the application of the learnt skills, tools and strategies take place.

Table 2 – Activities in the Advanced training

Week	Activity
Week 1	Ice-breaker
Week 2	Critical thinking
Week 3	Reframing
Week 4	Identity activity
Week 5	Self-reflection
Week 6	Multipartiality
Week 7	Power dynamics
Week 8	Applying the skills
Week 9	N/A
Week 10	Self-assessment

2.5 Assessment requirements

To successfully complete the training, participant is expected to:

- Pass 60% of the weekly activities
- Miss no more than 3 hours of the live training time (also inability to participate because of technical issues is counted as absence)
- Actively participate in the group learning process
- Complete both the solo facilitation practice and the co-facilitation practice
- Demonstrate the required skills to facilitate cross-cultural virtual exchange

