

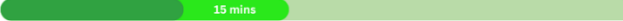




FEM Checklist

You may refer to the following checklist to ensure that each step of FEM has been carefully considered and checked off.

Step	Details	Check
1: Introduction Step 1: 5 mins 	Venue is set up as agreed upon by the student.	
	Ask participants to introduce themselves.	
	Ground rules are established and agreed on.	
2: Eliciting Contributions from Everyone Step 2: 20 mins 	Ask everyone, including the student , to contribute to the flipcharts (Appreciation, Aspirations, What is Important To, What is Important For and What does Good Support look like).	
3: Discussing What's Working What's Not Working Step 3: 15 mins 	Discuss and classify What's Working and What's Not Working according to the LLW outcomes.	
4: Using the Outcome Sequence Step 4: 30 mins 	Identifying Priority Areas (Outcome Sequence Steps 1-2) Ask everyone (with 3 stickers) to place the stickers on the Post-its (on either Aspirations, What's Working or What's Not Working) that resonate most with them.	
	Developing Goals and Checking Them (Outcome Sequence Steps 3-5) Focus on highly voted Post-its and develop them into aspirational goals.	
5: Using the Support Sequence to Determine Actions Step 5: 20 mins 	Use the Support Sequence to brainstorm and determine actions to be taken to achieve the goals.	