

Unconference Cheatsheet

Choosing Topics (:00 - :15)

1. Write down your topics on sticky notes (**max 3 topics/person**)
2. Merge similar topics
3. Vote on topics by dotting them (**max 3 dots & 1 dot/1 note**)
4. Order topics by votes and start a discussion

Discussion (:15 - :55)

- ☐ **Choose a moderator** to keep those principles
 - Keep digressions from overtaking the discussion
 - Create space for every person to have a voice in the discussion
 - Vote **every 15 mins** or **when needed** to keep/change the topic