

Meeting Blueprint #0: Orientation Session

Duration: 90 minutes

Goals:

1. Participants will understand the background of badges & city of learning in Pittsburgh
2. Participants will understand the working group process
3. Participants will understand the function of each working group
4. Participants will be understand the expectations of working group members
5. Participants will meet their working group facilitators and other group members

Agenda

Time	Content	Speaker	Materials
10 min	Registration and breakfast		Breakfast Sign-in Sheets
5 min	Welcome & Introductions	[Insert Name]	Slides
5 min	Overview of Digital Badges	[Insert Name]	Slides
3 min	Digital Badge Video		Video, Sound
10 min	Badging Background Information <ul style="list-style-type: none">• Cities of Learning• Cast vision for citywide pathways	[Insert Name]	Slides
5 min	Questions about Digital Badges	[Insert Name]	Slides
5 min	Ask Your Neighbor Exercise	[Insert Name]	Slides
10 min	Working Group Process <ul style="list-style-type: none">• Share the vision and set an ambitious tone for Working Group process• Identify and define each of the working groups• Role of Public Forum• Implementation Plan	[Insert Name]	Slides
10 min	Large Group Q&A	[Insert Name]	Slides
20 min	Breakout <i>Participants are invited to meet with fellow working group members and facilitators for introductions, discussions related to the upcoming meetings, and</i>	[Insert Name]	Slides Instructions

	<p><i>logistics.</i></p> <p>Begin by introducing facilitators and asking participants to follow their working group facilitators to the breakout areas</p>		
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