

Projectname: _____

1

Challenge/problem statement

What information is currently missing, what problem do you need to solve?

5

Participants

Who should join the workshop? Who can deliver input on the challenge and think of solutions?

6

What input do you need?

What do you need to achieve the goal? What different topics will you discuss? What will you do with the output of the session?

8

Activities

Per workshop goal, define the activities you'll do to achieve them. Take a look at playbook.hike.one for workshop inspiration.

2

Goal

What is the goal of the workshop? What is the expected outcome of the session?

3

Current information

What input do you already have that can be used during the workshop?

7

Homework

What do you need prior to the sessions in order to make the workshop a succes?

4

Output

What will the workshop contribute to? What type of output is needed?