

Session Guide

Welcome to the special session! This session is an opportunity to learn about and think through possible ways your research and projects may benefit from hosting a workshop! Throughout this session, you will be guided through different considerations behind organizing workshops and will brainstorm and share your thoughts and plans for outlining a workshop of your own.

Timeline of Session

The session will be organized as follows:

- 1) Overview:** speakers will help the participants to consider the potential benefits they and their work may gain from hosting a workshop **(5 minutes)**
- 2) Presentation:** speakers will discuss how to develop a workshop and participants will be challenged to think through goals and logistical consideration related to hosting workshops. Speakers will also share successes and challenges they faced as PIs who have recently hosted NSF-funded national workshops **(10 minutes)**
- 3) Panel Q & A:** Participants will be given the opportunity to ask panelists for specific advice related to their own programs or research dissemination goals **(10 minutes)**
- 4) Guided Workshop Development:** Participants will be challenged to think through the many considerations underlying a workshop to frame their own potential workshop as well as network with other session attendees to form potential collaborations **(40 minutes)**
 - **READ & RECORD** - As an individual or small group, please read and fill in the Workshop Plan handout. (30 min)
 - **DISCUSS** - Work with others at your table to discuss your individual workshop plan and come up with any additional thoughts and ideas for your workshop (10 min)
- 4) Report Out & Wrap-Up:** Participants will share with the other attendees the workshop they framed as well as pose and answer specific questions regarding their plan **(10 minutes)**