

# Compression Planning Facilitation

Compression Planning is a structured technique for facilitating a group meeting. It takes a wide range of ideas and solutions and converts them into an action plan for implementation. Here's how it works:

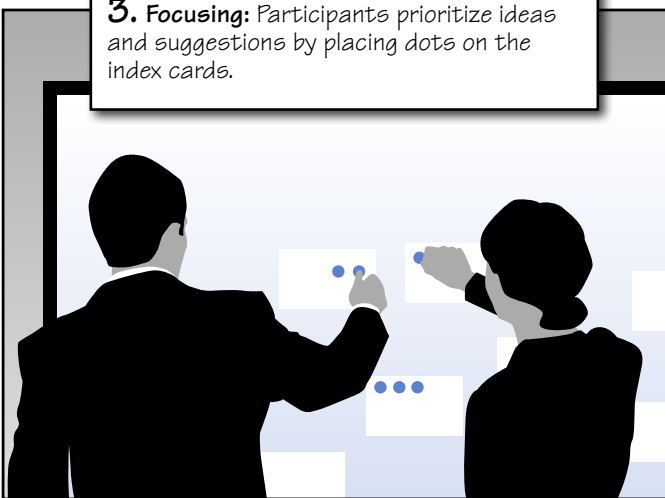
**1. Designing/Developing Master Plan:** Findley meets with key project leads to develop the Compression Planning session content.



**2. Exploring:** Participants brainstorm about objectives, solutions and tasks. The ideas are noted on index cards and posted on storyboards.



**3. Focusing:** Participants prioritize ideas and suggestions by placing dots on the index cards.



**4. Conceptualizing:** After the dots are counted, ideas and suggestions are prioritized. The group may explore the best ideas further before reaching consensus about what needs action.



**5. Action Planning:** Action steps are created to make sure everyone understands the tasks that need to be completed. The group agrees to a timeline and assigns responsibilities.



**6. Reporting:** Findley delivers a report that summarizes the Compression Planning session including the action steps. Once the client approves the report, the document can be used to track implementation of the action plan.



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