### Workshop Introduction

**Introduction**

The purpose of this introductory unit is to welcome the participants and to orient them to the workshop.

Note: this unit is intended for use with workshops in which the entire "Cooperative Problem Solving" module will be presented.

**Timing/Duration**

35 minutes

**Content outline and main topics covered**

1. As people come in:
   - Welcome them
   - Ask them to make up a name tag and to put their name on both sides of a tent card at their table

2. Welcome and workshop purpose (5 minutes):
   - Welcome everyone
   - Describe the purpose of this workshop:
     i. For individual participants: to learn how to use, and to develop a sense of confidence in using Cooperative Problem Solving - a way to resolve conflicts while also strengthening relationships.
     ii. For the community: to spread knowledge of, respect for, and use of Cooperative Problem Solving.

3. Introductions (10 minutes): everyone introduces themselves and tells what brings them to this workshop.

4. Overview of workshop (5 minutes): introduce the participants to the workshop. Key points:
   - It is an interactive workshop - provides opportunities to practice skills;
   - It draws on our own past experiences in resolving conflicts.
5. Workshop Content (5 minutes):

Cooperative Problem Solving
i. Overview
ii. Step By Step

Ourselves as peacemakers
Choosing our response to conflict situations
Back home action plan
Evaluation
Workshop close

6. Introduction to the Cooperative Problem Solving Guide (5 minutes): hand out a copy of the CPS Guide to each person and review it with the following key points with the group:

The Table of Contents
The CPS Guide contains all the graphics and content that will be covered in the workshop - it serves as a text booklet. It also stands alone - someone who has not taken the workshop can read it and understand how to resolve problems cooperatively.

7. Administrative items (5 minutes):

Starting, ending times
Breaks
Lunch
List of participants - changes?

8. Conclusion: in our next unit we will conduct an exercise that clarifies what Cooperative Problem Solving is all about.

**Target audience**
General

**Prerequisite skills/Knowledge**
-

**Unit objectives/Expected outcomes**
On completing this unit, the participants should:
- Have a picture of the other workshop participants
- Understand the purpose and overview of the workshop

**Pre-workshop activities**
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**Notes on using exercises**
Read the section on "Skills Practice Sessions" in the trainers' manual.

**Resources included with unit**
- Trainers’ notes
- Overheads

Use the general CPS guide as a handout.

**Additional trainer resources**
Read Chapter 1 of the CPS guide.
| Equipment needed                     | o  Blackboard/whiteboard and chalk/dry erase markers or flipchart, markers, and tape  
|                                     | o  Name tag for each participant 
|                                     | o  Name tent card for each participant  
|                                     | o  List of all participants  
| Comments                            | Before conducting this opening unit, it is a good idea to write the overview of the workshop (Overheads 1-2) on the chalkboard or flipchart. |