



Have an idea for a PLATO study-discussion group?

Here's how easy it is to become a Coordinator...

WHAT? Study-discussion groups generally follow one of three formats:

1. Discussion – the group decides on topics for discussion; the coordinator and/or participants rotate leadership.
2. Lecture/discussion – the coordinator or various participants of the group give a presentation or show a video followed by a discussion.
3. Straight lecture – the coordinator has special expertise in a subject and is willing to share.

WHO? One or more coordinators may lead the study-discussion group or leadership may be passed among participants in the group. In the latter, one person is responsible for assigning weekly leaders and for any necessary organizational work.

WHEN? PLATO offers two-hour classes for 10 weeks each spring and fall. Winter and Summer Interim sessions usually run for 3 to 5 weeks. The number of weeks and beginning and end dates may be adjusted to fit the schedule of the coordinator and/or the amount of material to be covered depending on space availability at the selected host site.

WHERE? Programs are held on the UW Madison campus and in meeting rooms in senior centers, community centers, churches, banks and retirement centers. The Curriculum Committee assists the coordinator with finding a suitable site.

HOW? Program ideas are brought to the Curriculum Committee. A simple form (on reverse side) is submitted. The prospective coordinator may be invited to a Committee meeting to present his/her idea and receive feedback. The Committee will assist the coordinator in finding suitable space at a time agreeable to the coordinator and, when needed, assist in planning for curriculum and/or audio-visual equipment and other special needs.

MATERIALS? When written materials are used, copies can be made at the PLATO Office or any other photo copy shop.

PROPOSAL DEADLINES? Fall Semester – June 1; Winter (Interim) – October 1; Spring Semester – October 1; Summer (Interim) – March 15

<p>The Curriculum Committee is designed to develop and encourage new leaders. Please call Co-chair Lauren Blough at 608 249-0258 or email at laurenblough@att.net</p>

(Over)



PROPOSAL FOR STUDY-DISCUSSION GROUP

Send to: Lauren Blough at email laurenblough@att.net or 29 Prentice Pl., Madison WI 53704

PROPOSAL DEADLINES: Fall Semester – June 1; Winter (Interim) – October 1; Spring Semester – October 1; Summer (Interim) – March 15

PROPOSED TITLE:

COORDINATOR(S):

BRIEF DESCRIPTION AND OBJECTIVES:

ATTACH A BRIEF OUTLINE (if available):

NUMBER OF MEETINGS (if fewer or more than 10):

MATERIALS NEEDED BY THE PARTICIPANTS (texts, periodicals, copying etc.):

EQUIPMENT NEEDED BY COORDINATOR:

BEGINNING DATE (Month & Year):

PREFERRED LOCATION, DAY and TIME:

OTHER SPECIFICATIONS: