

## 5.2 Designing Activities Video Script

Well-designed activities help attendees achieve the session's learning objective and maintain engagement. With a time-limited workshop, short, focused activities are most beneficial. With any workshop, all activities should be clearly connected to the teaching points preceding them.

When planning activities, ensure they are:

- *Relevant*: Aligned to the learning objectives of the session.
- *Useful*: Something the participants refer back to or apply at a later date.
- *Attainable*: Use activities to reinforce teaching points you have already covered.
- *Realistic*: Participants should be able to complete the activity based on the session consent and in the allotted time.

Activities could involve participants working as individuals, partners, or small groups. However, when delivering an online workshop, consider platform limitations, such as the number of breakout rooms available.

Some examples of potential activities include:

- Write a 6-word story based on a given prompt
- Revise an opening paragraph
- Analyze a sample piece of writing / piece of their own writing

If you intend for participants to work with their own writing, your marketing and promotional materials should clearly state that they will need to bring a copy of their work in an editable format.