



For Celebratory Learning Occasions

- ☛ Room set up for conversations: tables of 4 - 6
- ☛ Tent-shaped signs at each table: One side says "ready" - one side says "working"
- ☛ Easel and newsprint
- ☛ Working supplies at each table (markers, tape, scissors, think pads)
- ☛ Food and beverage
- ☛ Doorprize! (professional books, office supplies . . . done early to reward on-time arrivals)
- ☛ Theme based table cloths on tables
- ☛ "Foo-Foo" . . . pencils, neon notes, candy . . . some little treat at each place
- ☛ Quote sheet at each place
- ☛ Folder or packet of handouts at each place
- ☛ Agenda and outcomes on paper or on newsprint
- ☛ Music playing in the background during entrance and group/individual work
- ☛ Start on time and end on time
- ☛ Use bright colors and live plants
- ☛ Decorate a doorway with fun signs, affirmation doormats or "bead curtains" this creates a "cross the threshold" experience
- ☛ Provide natural lighting, avoid fluorescent lights if possible
- ☛ Greet learner by name at the door, give them a positive affirmation
- ☛ Provide simple learning puzzles, objects, activities and manipulatives for early arrivers
- ☛ Keep temperature between 68 and 72 degrees for optimal learning
- ☛ Aromas heighten alertness and memory the best ones are peppermint and lemon
- ☛ Make water readily available: one glass/hour: the body and brain dehydrates easily
- ☛ Have a suggestion box available for learners input and control over their learning
- ☛ Make the class emotionally, socially and physically safe for learning
- ☛ Use peer support as strategy for learning; cooperative groups, partners and teams
- ☛ Have a closing ritual, fist to five, partner affirmation or, special ending