

PRB Policy Communication Fellows Summer Workshop Agenda – Week 1
SAMPLE AGENDA

Monday	Tuesday	Wednesday	Thursday	Friday
<p>8:30 am Breakfast buffet</p> <p>9:00 am Introductions, ice breaker, expectations, ground rules</p> <p>10:00 am Logistics and review of the agenda and binder</p> <p>10:30 am PRB: Who we are and what we do</p> <p>11:30 am What is Policy? (<i>Presentation and discussion</i>)</p>	<p>9:00 am Review and questions</p> <p>9:15 am Developing a communication strategy (<i>Presentation and small group exercise</i>)</p>	<p>9:00 am Review and questions</p> <p>9:15 am Writing for policy audiences: guidelines and tips (<i>Presentation and discussion</i>)</p> <p>Recommendations for policy purposes (<i>Small group exercise</i>)</p> <p>11:45 am Policy Brief no. 1 (<i>Exercise, introduction</i>)</p>	<p>8:00 am Depart for USAID</p> <p>9:00 am USAID visit</p> <p>11:15 am Policy Brief no. 1 (cont.) (<i>Exercise</i>)</p>	<p>9:00 am Review and questions</p> <p>9:15 am How to move from academic writing to writing for policy audiences (<i>Practical training</i>)</p> <p><i>[Pull out Fellows one by one to record 60-second soundbite]</i></p>
<i>12:00 pm Lunch with PRB staff</i>	<i>12:00 pm Lunch</i>	<i>12:00 pm Lunch</i>	<i>12:00 pm Lunch</i>	<i>12:00 pm Lunch</i>
<p>1:30 pm The research to policy gap (<i>Presentation and discussion</i>)</p> <p>Barriers to research influencing policy (<i>Exercise and small group discussion</i>)</p> <p>3:00 pm Fundamentals of the policy process (<i>Presentation discussion, and exercise</i>)</p> <p>5:00 pm Wrap up</p>	<p>1:30 pm Working group session 1: Explaining research (<i>Small group discussions</i>)</p> <p>3:30 pm The power of Implications (<i>Presentation</i>)</p> <p>Distilling research for policy purposes (<i>Small group exercise</i>)</p> <p>5:30 pm Wrap up</p>	<p>1:30 pm Links between research and policy (<i>Discussion</i>)</p> <p>3:00 pm Working group session 2: Identifying the policy relevance of research (<i>Small group discussions</i>)</p> <p>5:00 pm Wrap up</p>	<p>1:30 pm Can a policymaker understand this? (<i>Exercise and discussion</i>)</p> <p>2:30 pm Elevator speech (<i>Small group exercise</i>)</p> <p>3:30 pm Policy Brief no. 1 (cont.) (<i>Exercise</i>)</p> <p>5:00 pm Wrap up</p>	<p>1:30 pm How to move from academic writing to writing for policy audiences (cont.)</p> <p>4:00 pm Evaluation of week 1</p>

PRB Policy Communication Fellows Summer Workshop Agenda – Week 2

SAMPLE AGENDA

Monday	Tuesday	Wednesday	Thursday	Friday
<p>9:00 am Review and questions</p> <p>9:15 am Effective presentations: Content (<i>Presentation</i>)</p> <p>10:00 am Working groups session 3: Developing a policy presentation (<i>Small group discussions</i>)</p>	<p>9:00 am Depart for World Bank</p> <p>10 am World Bank visit</p>	<p>9:00 am Review and questions</p> <p>9:15 am Work on individual policy presentations (cont.)</p>	<p>9:00 am Review and questions</p> <p>9:15 am Review and critique of Policy Brief no. 1</p> <p>10:30 Fellows polish individual policy presentations</p>	<p>9:00 am Fellows deliver individual policy presentations</p>
<i>12:00 pm Lunch</i>	<i>12:00 pm Lunch – World Bank Cafeteria</i>	<i>12:00 pm Lunch</i>	<i>12:00 pm Lunch</i>	<i>12:00 pm Closing Lunch</i>
<p>1:30 pm PowerPoint Know-How: ❖ Effective presentations: PowerPoint (<i>Presentation and discussion</i>)</p> <p>3:00 pm PowerPoint skills review (<i>Practical training</i>)</p> <p>5:00 pm Wrap up: <u>Policy Brief No. 1 DUE</u></p>	<p>2:00 pm Links between research and policy (<i>Presentation and discussion</i>)</p> <p>3:30 pm Effective presentations: Delivery (<i>Presentation and discussion</i>)</p> <p>4:00 pm Work on individual policy presentations</p> <p>5:00 pm Wrap up</p>	<p>2:30 Working groups session 4: Practice individual presentations and receive feedback (<i>Working groups</i>)</p>	<p>1:30 pm Fellows deliver individual policy presentations</p>	<p>1:30 pm Evaluation of seminar (<i>Evaluation of week 2 and discussion</i>)</p> <p>2:30 pm Presentation of certificates</p> <p>3:30 pm Closing celebration with PRB staff</p>