

Welcome and Introduction (55 Minutes)

Topic	Time	Page Number(s)	Slide Number(s)	Instructions/Comments
Welcome & Introductions	12 min	Important Notice	1-2	<ul style="list-style-type: none"> > Pass out printed agenda if you created one. > Distribute white paper to those who had not read it.
About the Facilitator	2 min	Important Notice	3	You may want to customize this slide.
About this Program	1 min	1	4	Make sure purpose and objectives mirror those of the key stakeholders.
Icebreaker	20 min	1	5-7	<p>Have participants work in teams (table groups). Condense activity by having each table select 1 game and describe:</p> <ul style="list-style-type: none"> Why it is a group favorite What they've learned by playing it (strategy and communication) What about it sticks with them (fondest memory)
Characteristics of a Good Leader	10 min	2	8-9	<ul style="list-style-type: none"> > Participants list words and phrases (2-3 min) > Flipchart responses (7-8 min)
About this Course	2 min	3	10	Pick out elements from the page that you relate to the most.
Course Objectives	3 min	4	11-12	If your organization has created custom objectives, share them here.
Sports vs Real World (Comparisons)	5 min	5	13-15	<ul style="list-style-type: none"> > Consider highlighting sports analogies used within your organization. > Think about facilitating optional activity if you have a few extra minutes.

Module 1: Understanding Self (180 Minutes)

Topic	Time	Page Number(s)	Slide Number(s)	Instructions/Comments
Best Boss Activity	10 min	7	18	<ul style="list-style-type: none"> > Flipchart responses and set aside for later in the program. > Point out “Instant Replay” feature in manual and how to leverage.
Provide BEST2 Assessment™ Overview	5 min	3 (BEST Report)	21	Hand out BEST2 Assessments™ to each participant
Walk through Coaching Styles (Blazing and Energizing)	5 min	7 (BEST Report)	22-23	
Walk through Coaching Styles (Supportive and Thorough)	5 min	8 (BEST Report)	24-25	
Review Participants’ Coaching Style	10 min	4 (BEST Report)	26	Encourage participants to review styles and mark up.
Coaching Style Activity/ Discussion	25 min	9	27-28	<ul style="list-style-type: none"> > Have groups document information on Flip Chart > Using Coaching Styles Recap if/as needed (after BEST-5)
10 MINUTE BREAK (RECOMMENDED)				
Topic	Time	Page Number(s)	Slide Number(s)	Instructions/Comments
Walk through Decision-Making Styles	10 min	11 (BEST Report)	29-32	
Review Participants’ Decision-Making Style	10 min	5 (BEST Report)	33	
Decision-Making Style Activity/Discussion	25 min	9	34-35	<ul style="list-style-type: none"> > Encourage participants to review/highlight their style. > Hand out BEST job aids.
Coaching Profile Activity	30 min	Profile Handouts	36	Distribute Coaching Profile Handouts (1 per table).
Introduce X&O Model	5 min	11	37	Hand out Five Traits White Paper to those who have not read it yet.
LUNCH BREAK (30 min)				

Module 2: Articulate a Clear Vision of Success (Part 1: 120 Minutes)

Topic	Time	Page Number(s)	Slide Number(s)	Instructions/Comments
Transition to Module 2	1 min	M-II	38	N/A
Read “Bear” Bryant Quote	1 min	M-II	39	N/A
Set Up Dodgeball Exercise	1 min	13	40	Make sure each team has representation from most (if not all) styles.
Assign Teams and Expectations	1 min	13	41	<ul style="list-style-type: none"> > Hand out city descriptions. > Share rubric showing how they will be graded.
Allow Participants to Complete Charters	21 min	14-16	42	Check on each group frequently.
Team Report Out	10 min	16	42	Each team should be sharing their flip chart.
Discuss Keys to Setting the Tone	5 min	17	43	Hand out copies of company vision, mission, purpose for next page.
Define your Mission	7 min	18	44	Align to goal setting/planning.
Define your Vision	8 min	18	45	Align to vision and purpose to goal setting/planning.
Discuss SWOT Analysis	1 min	19	46	Reference importance of conducting SWOT.
Provide Goal Setting Tips	2 min	20	47	Share organization-wide performance management initiatives as appropriate.
Highlight PLAY BALL Goal Setting Tips	2 min	21	N/A	N/A
Introduce Four Quarter Planning	2 min	22-23	48-49	N/A
Dodgeball Training Video	2 min	24B	51	Click images on the slide to show videos.
Four Quarter Planning (Dodgeball Team)	23 min	24B	52	Use Rubric to assess each team’s plan.
Four Quarter Planning (Your Team)	20 min	25	53-54	Pair up those in the session who are on the same team (as appropriate).
Trait #1 Action Planning	3 min	25	55	Make it an active discussion.
10 MINUTE BREAK (RECOMMENDED)				

Module 3: Assess, Develop and Manage Your Talent (75 Minutes)

Topic	Time	Page Number(s)	Slide Number(s)	Instructions/Comments
Introduce Module 3	1 min	M-III	56	N/A
Read Nick Saban Quote	30 sec	M-III	57	N/A
Read Dawn Staley Quote	30 sec	M-III	58	N/A
Introduce Dodgeball Draft	2 min	27	59	Hand out 24 cards to each person.
Walk through Draft Rules	1 min	27	60	Determine number of players per team based on class size.
Allow teams to Prep	15 min	27	60	Allow the GM of each team to draw numbers out of a bowl for draft order.
Conduct Draft	9 min	27	60	<ul style="list-style-type: none"> > Flipchart slots for each team and record selections. > Remember to allow for trade discussions in middle and end.
Assess Team Effectiveness	17 min	28	61	<ul style="list-style-type: none"> > Split participants into 4 groups. We suggest different groups from Dodgeball teams. > Assign each group one category to discuss.
Assess Your Team's Talent	2 min	29	62	Point out any organizational tools/resources that may be beneficial.
Introduce SCORE to Win Framework	2 min	32	66	Hand out Game Day Ticket job aid (lanyard).
Apply Coaching Framework to your Dodgeball Team	15 min	33	67	Use Player Overview document and rubric to evaluate performance.
Apply Framework to Direct Report/Situation	7 min	34/36	68	Conduct this activity OR the one on page 36.
Discuss Keys to Managing Consistently	1 min	35	70-71	Flipchart how to ensure consistently if desired.
Trait #2 Action Planning	2 min	35	72	Make it an active discussion.

Module 4: Plan for Long-Term Success (103 minutes)

Topic	Time	Page Number(s)	Slide Number(s)	Instructions/Comments
10 MINUTE BREAK (RECOMMENDED)				
Introduce Module 4	30 sec	M-IVA	73-74	N/A
Read Wood Quote for Trait #4	30 sec	M-IVB	75	N/A
Highlight Keys to Relating to Employees	1 min	37	77	N/A
Read Trait #4 Quotes	30 sec	38	78	N/A
Read Trait #4 Quotes	30 sec	38	79	N/A
Discuss Setting Stretch Goals	1 min	38	80	N/A
Read Trait #5 Quote	30 sec	40	82	N/A
Highlight Being a Role Model	90 sec	40	83	Refer back to “Best Boss” Flip Chart.
Discuss/Share Best Practices (Traits 3-5)	15 min	37/39/40	N/A	<ul style="list-style-type: none"> > Assign each group 1 Trait (3, 4 or 5) to discuss. > Report out best practices and “ah ha’s” for each.
Provide Training Summary	1 min	41	85	Highlight organization-specific items if needed.
Establish an Action Plan	6 min	41	86	Have participants select an accountability partner.
Wrap Up Course	12 min	N/A	N/A	<ul style="list-style-type: none"> > Announce dodgeball team winner and distribute prize (if applicable). > Remind participants about the Toolkit. > Pass out and collect evaluations. > Share your contact information.