

PAUSE AND PONDER

Structure: Breakout Rooms

Before the Session

1. Create a slide with the Pause and Ponder question on it.
2. Determine if participants will be randomly assigned to breakout rooms or if the facilitator will group participants in a specific way for the breakout discussions. The breakout room structure can be entered once the facilitator has signed into the session but before the session actually begins. Click on the Breakout Rooms feature at the bottom of the Zoom window to set up the breakout rooms.

More information about Breakout Rooms can be found at the following URL:

https://support.zoom.us/hc/en-us/articles/206476313-Managing-Video-Breakout-Rooms?mobile_site=true

During the Session

3. Show the content related to the Pause and Ponder question. To provide the participants with a viewing focus, the facilitator may want to present the Pause and Ponder question slide before the participants view the module section.
4. Tell the participants they will be going into breakout rooms to discuss the question.
 - a. Have each group select a facilitator for the discussion. The facilitator could give a criterion for the selection of the facilitator – such as the group member with the most interesting earrings, the group member wearing the brightest color, or the group member whose first initial of first name comes first in the alphabet. The facilitator’s roles are (1) to ensure that all voices are heard and (2) to be the group’s spokesperson during the whole-group debrief.
 - b. Tell the participants how much time they will have for the breakout discussion.
5. The facilitator will do the following:
 - a. Send the participants to their breakout rooms.
 - b. Post the Pause and Ponder question once the participants are in their breakout rooms using the “Broadcast a message to all” feature under Breakout Rooms.
 - c. Give the participants a one-minute notice of the ending of the breakout sessions.
6. When everyone has returned from the breakout rooms, engage in a debrief about the Pause and Ponder question. The facilitator should determine the number of minutes for the debrief prior to beginning the discussion. Two options for this discussion are listed below. The facilitator could also develop another discussion method.
 - a. Ask each breakout-group facilitator to share one or two key ideas discussed by the group. The course facilitator can ask others to comment on the ideas and/or comment on the ideas—referencing specific aspects of the module that had been viewed.
 - b. Ask each breakout-group facilitator to type one or two key ideas into the Chat. The course facilitator can ask others to comment on some of the ideas listed in the Chat and/or can comment on some of the ideas listed in the Chat—referencing specific aspects of the module that had been viewed.
7. At the end of the discussion, the facilitator should provide a brief synthesis (1 to 2 minutes) of the key ideas related to the Pause and Ponder question—referencing the content that had been viewed.