

No More Boring Meetings: Facilitating Participatory Meetings

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BINGO

Do's

and

Don'ts

DO encourage youth and quieter voices to be heard	DO stay neutral on the issue being discussed	DON'T control the content of the discussion	DON'T let people interrupt each other
DO propose the best path for the discussion	DO have one person speak at a time	DON'T be wishy-washy (“do we want to do this, or this, or maybe we should do this...?”)	DON'T interrupt people (only as last resort)
DO keep the group on task, follow the agenda	DO raise the energy of the group	DON'T let adults and louder people control the meeting	DON'T let long tangents make the meeting boring!