

**Yzer Solutions Pte Ltd**

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## Facilitating in the Thinking Environment®



CERTIFIED BY  
**TIME TO THINK**

Dear Thinking Environment Facilitators

Welcome to your journey of becoming a certified Time to Think Facilitator!

***“The quality of everything human beings do depends on the quality of the thinking we do first. The most important expertise we can acquire, then, is the ability to help people think for themselves—with rigour, imagination, courage and grace.” – Nancy Kline***

I appreciate your interest and commitment to developing such a meaningful expertise.

I have included in this document some information you might find helpful. If you have any questions, do get in touch.

Look forward to thinking and learning with you.

Warm regards

Khyati



© Yzer Solutions Pte Ltd  
providing **wiser** solutions for your professional development

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### Course Structure and Overview

This three-day course will be spread out over multiple online sessions followed by a six-month practicum journey that will be supported by four hours of individual supervision. Please refer to the Practicum section of this document for an overview of the practicum.

In this course we will refresh our knowledge and understanding of the Ten Components and the four Building Blocks (Thinking Pairs, Dialogue, Rounds and Open Discussion) of a Thinking Environment® and think about how they can be applied to group facilitation. In addition, we will also practice the full applications of Transforming Meetings, Presentations and The Time to Think Council. We will also explore Bespoke Applications that might support your organizational work by turning group interactions into Thinking Environments. These Applications allow individuals and groups to operate as a Thinking Environment, significantly improving the quality of everyone's independent thinking. Each participant will receive the Time to Think Facilitator's manual as well as materials you can distribute to your Practicum students.

Upon completion of this qualifying certification course, participants are eligible to join the Time to Think Collegiate and to offer these eight Applications professionally. By becoming a member of the Time to Think Collegiate you will have access to updates, discussion forums and development events.

Before arriving at the course, you may find it helpful to review your manual and notes from the Foundation Course and continue your practice of weekly Thinking Pairs.



## FACILITATOR PRACTICUM

Following the Facilitator Course, you will work with your course teacher (a Time to Think Consultant) to become qualified by Time to Think Ltd to present the eight Applications professionally. With support and supervision, you will complete the Practicum Work.

For the delivery of each application, secure groups of 4-8 people who are not familiar with the Thinking Environment. Your Facilitator Course teacher will provide the materials for your Practicum students. After delivery of each Application, you will record your learning as well as any questions that arose from your delivery for reference during your supervision.

### PRACTICUM OVERVIEW

Item	Requirement	Date(s) completed	Reference to Reflection of Learning
Thinking Pairs	Practice in both the Thinker and the Thinking Partner role (at least 10 minutes each way), twice a week until you finish the Practicum, and once a week thereafter to maintain your certification. This will sustain development of your understanding and expertise.		Not applicable
Written Essay (or Recorded/Delivered Presentation) on the Ten Components of a Thinking Environment	This explication should demonstrate your knowledge of the definitions and principles of each of the Ten Components. It should include stories from your experience for each of the component to illustrate the positive impact of each Component on people's ability to think for themselves.		



Thinking Environment Meeting	Chair a meeting yourself this way		
Facilitation of a group in a Thinking Environment	Design an event/session/workshop and facilitate a group this way  Note: This will involve teaching enough of the Thinking Environment to support your facilitation of the group.		
Thinking Environment Transforming Meetings programme (one day equivalent)  Inclusive of:  1. Ten Components 2. Four Building Block Applications (Thinking Pairs, Rounds, Dialogue, Open Discussion) 3. The Time to Think Council	Teach two different groups to run their meetings this way, coaching the chair and group (but not running the meeting yourself)  Note: You may want to practice running a Time to Think Council before this delivery.		
Presentation programme (half day equivalent)	Teach this programme to one group, preferably two. This can be added to the Transforming Meetings programme and delivered to the same group.		



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PRACTICUM NOTES TEMPLATE

You may want to structure your Practicum notes and prepare for your supervision conversations with these questions as a focus:

1. What was the Application?
2. Who was present?
3. What did I learn or re-learn from delivering this Application?
4. What questions arose for me or for others?
5. What do I feel most competent to do in delivering this Application?
6. What do I feel less than competent to do in delivering it?
7. In what ways was it easy for me to 'be' a Thinking Environment in this delivery?
8. What were the challenges for me in 'being' a Thinking Environment?
9. What more do I want to share about this delivery?



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***“When you can ‘be’ the Ten Components of a Thinking Environment, you can generate the finest thinking from people. You also can improve your own wellbeing and health and enjoyment of life. Your relationships can grow in richness, intelligence and joy.” - Nancy Kline***

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