

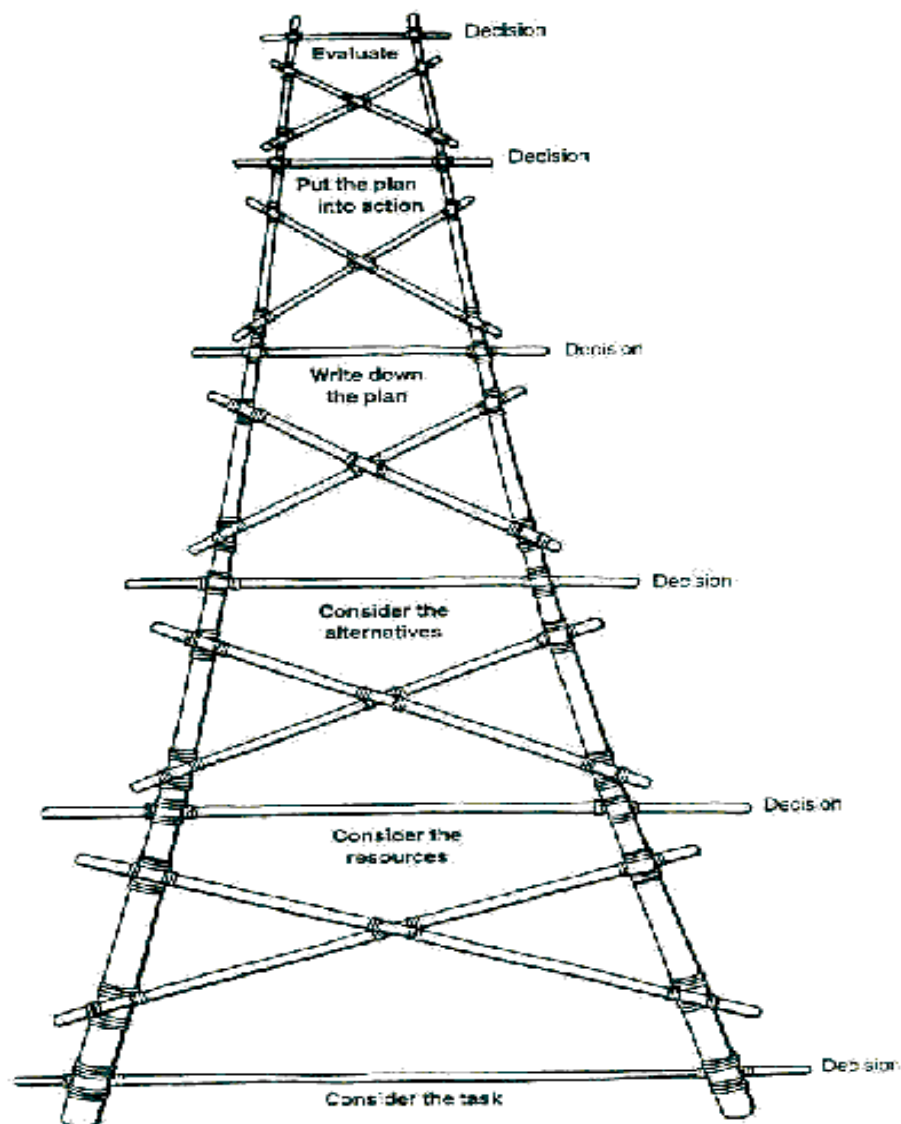
Learning Objectives

- ◆ List the stages required in planning
- ◆ Apply these stages in planning exercises during this course
- ◆ Apply this leadership skill in long-term and short-term program planning of individual troop meetings and activities

Learning Objectives

- ◆ Evaluate a plan on the basis of the group's success in carrying out the plan
- ◆ Explain the importance and value of careful planning

The Planning Tower



Consider the Task

- ◆ Exactly what is the task?
- ◆ Does everyone understand it?
- ◆ Does everybody agree to go along with it?

DECISION:

- ◆ What?
- ◆ When?
- ◆ Who?
- ◆ Where?
- ◆ Why?

Consider the Resources

- ◆ What are the resources of the group?
- ◆ People are resources.
- ◆ Who has done this before?
- ◆ What equipment, supplies, money will be needed?
- ◆ Time is a resource.

DECISION: Do you have what you need to proceed with the plan and the job?

Consider the Alternatives

- ◆ Think of what could happen before it happens.
- ◆ Try to anticipate problems.
- ◆ Develop a 'plan B.'
- ◆ Consider the possibilities and write them down.

DECISION: What alternatives can be used if the plan must be changed?

Write Down the Plan

- ◆ Include all steps.
- ◆ Include the alternatives.
- ◆ Review and revise the plan before you start
- ◆ A written plan formalizes the group's decision.
- ◆ Serves as a checklist.

Write Down the Plan

- ◆ Commits members of the group.
- ◆ Copies can be made for everyone.
- ◆ The written plan can be filed with whomever is in charge.

DECISION: Let's go!

Put the Plan into Action

- ◆ Follow the plan as closely as possible.
- ◆ If the plan must be changed, go the alternatives considered.
- ◆ Keep the task in sight.
- ◆ Do not depart from the plan, unless there is a good reason.

DECISION: How did we do?

Evaluate

Getting the job done

- ◆ Was the job done?
- ◆ Was the job done on time?
- ◆ Was the job done right?

Keeping the Group Together

- ◆ Did everybody help?
- ◆ Are they pleased with the effort?
- ◆ Are they eager for the next task?

Summary

- ◆ Some sort of planning is essential in every situation
- ◆ “The secret to good planning is living the experience in advance.”