

Books about Workshop Design

Group Work and Outreach Plans for College Counselors

Trey Fitch & Jennifer L. Marshall (2011)

Alexandria, VA: American Counseling Association

In this book, college counseling leaders offer step-by-step instruction in the effective use and processing of structured group activities on topics such as test anxiety; stress and anxiety management; adhd; career development; substance abuse; eating disorders; and the unique concerns faced by lgbt students, first-generation students, ethnic minority populations, student athletes, and combat veterans. The descriptions of each activity include tips for successful implementation as well as an overview of relevant theory and research on the topic. Handouts throughout the text enhance the book's usefulness in the classroom and with faculty and parents.

Workshops: Designing and Facilitating Experiential Learning.

Jeff E. Brooks-Harris & Susan R. Stock-Ward (1999).

Thousand Oaks, CA: Sage Publications.

This book was written by two counseling center psychologists and uses experiential learning as its theme. Workshops starts with Kolb's learning cycle as its theoretical base and uses four learning styles to understand workshop participants. Corresponding to learning styles are four types of learning activities and four types of facilitation skills. The workshop learning activities are referred to as: (a) reflecting on experience, (b) assimilating and conceptualizing, (c) experimenting and practicing, and (d) planning for application. The facilitation skills are referred to as: (a) engaging, (b) informing, (c) involving, and (d) applying. Many examples of both activities and skills are provided in the book.

Developmental Interventions: Theories, Principles and Practice.

David Drum & Alice Lawler (1988).

Columbus, OH: Merrill Publishing Co.

Developmental Interventions was written by two counseling center psychologists and uses human development as its theme. In addition to addressing workshops, it also discusses the use of theme groups and stand-alone interventions such as pamphlets and computer programs. Strengths of the book include the description of six stages of change in developmental interventions and 18 elements to consider in your design. The elements are divided into four major factors: (a) creating an environment that is conducive to safe interpersonal exchanges, self-exploration and hopefulness; (b) managing the interpersonal processes that occur among participants; (c) working with the intrapersonal aspects of a problem; and (d) structuring the procedure into a comprehensive plan for change. This book is out of print but your university library may have a copy.

Preparing, Designing, Leading Workshops: A Humanistic Approach.

Susan Cooper & Cathy Heenan (1980).

Boston: CBI Publishing Co.

This classic book leads the reader through the process of workshop preparation, design and leadership discussing ten key elements: (a) gathering information, (b) fun, (c) time, (d) appropriate sequencing, (e) simplicity, (f) variety, (g) sharing your expectations, (h) climate-setting, (i) pacing, (j) flexibility, and (k) evaluation. The book also describes a five step process of developing a workshop design: (a) establishing goals, (b) brainstorming methods, (c) selecting methods and structures, (d) assessing the design, and (e) revising the design. This book is out of print but your university library may have a copy.