

# Training to become a Metaplan Moderator

Moderation. Workshop design.  
Discourse leadership.

as face-to-face training or in live online sessions

**All  
training  
sessions in  
one program!**

## **The principles of good facilitation and discourse always apply: Whether discourses are conducted virtually or onsite only influences their concrete application!**

The Metaplan moderator training includes all three Metaplan training sessions: "Moderation," "Workshop Design," and "Discourse Leadership."

In the three training sessions, you will acquire a sound theoretical foundation on the role of discourse in organizations and learn about detailed, essential facilitation tools for effective moderation.

Each training session is self-contained, and the order can be varied.

However, we recommend starting with the "Moderation" course.

The training sessions take place in a two-day face-to-face training format, as well as a virtual online session. Participants are free to choose between in-person and online forums.

The face-to-face events take place at the Metaplan Campus in Quickborn near Hamburg in compliance with the required hygiene measures.

The online training sessions each consist of four consecutive live online sessions.

These are recorded and then made available on the Metaplan learning platform for self-study.

All graduates of the program can then attend two regularly offered live online sessions:

"Tool" session: The core of digital moderation, including suitable technical tools

"Orientation" session: Questions and answers and joint reflection on the Metaplan facilitation and discourse method.

## **Training 2022**

You can select the dates from the face-to-face and online training dates. Entry into the training program is possible at any time.

You can find all of the current schedules at [www.metaplan.com](http://www.metaplan.com)

Your investment for the total program: 3,060 EUR.

(plus VAT/plus 100 EUR flat rate for meals in present training)

### **Contact**

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## Our Training and Education Offers

### Effective moderation and successful discourse leadership

Successfully leading teams, project groups or organizations - none of this succeeds without the competent design of discourse and interaction processes.

For almost 50 years, we have been working with the Metaplan facilitation and interaction techniques that we developed, which have proven themselves in both analog and virtual settings. We offer our training programs as a sequence of live online sessions as well as face-to-face events. The contents are identical; we have adapted the instructional design to the needs of the respective formats. Choose for yourself which format suits you best and combine them as needed

Everything  
available in-  
person or online,  
or in any  
combination!

### Our Moderation Training Sessions

#### Moderation

„**Moderation**“: You will learn the basics of Metaplan interaction techniques for the structured and goal-oriented facilitation of participatory meetings and workshops

„**Workshop Design**“: You will learn how to successfully design workshops to make collaboration constructive.

„**Discourse Leadership**“: We'll show you how to analyze thought patterns and use argumentation to create new spaces for action.

#### Workshop Design

#### Discourse Leadership

#### Compact Training

**Compact Training:** Experience the variety of Metaplan interaction techniques over three days. Learn the basics of Metaplan facilitation, how to manage discourse in your organization, and how to set up workshops wisely.

#### Fresh Up & More

**Fresh Up & More:** As a refresher and consolidation for experienced moderators who regularly facilitate meetings and working sessions with cards.

**We also offer two live online sessions that can be attended by anyone who has completed at least one of the training sessions.**

#### Tool-Session

#### Orientation session

### Training to become a Metaplan Moderator

#### Moderation, Workshop Design, Discourse Leadership

Become a certified Metaplan Moderator.

Learn everything you need for successful moderation and discourse management in these three training sessions!

## CoV-2 Hygiene Concept for the Metaplan Forum

We follow the 2G + rules. Guests who are vaccinated or who have recovered from a Covid infection must take a CoV-2 antigen self-test prior to the start of the event. We provide tests for this purpose that have high specificity and sensitivity. These can be used with and without guidance at a test site.

Guests who are neither vaccinated nor recovered cannot be admitted to our in-person events due to the current situation.

Our seminar rooms are very large, so the social distancing rules can be observed at all times. We make sure that the number of people present in the room remains appropriately limited.

Our rooms are regularly aired. We have installed filtration systems that filter out aerosols and viruses almost completely. All rooms, sanitary facilities and surfaces are cleaned daily.

Hand sanitizers are available for use.

We provide disposable medical masks that can be used upon request.

Since the people working in the Forum are known to us, the contacts can be fully traced if necessary.

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