## Worksheet: Identifying Appropriate Situations

Facilitation is a specifically different skill than training. Review the list of examples below, and determine whether the topic is best addressed through training or facilitation. Be prepared to discuss your decisions with the group.

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| Scenario | Training? | Facilitation? |
| A project seems to have stalled and participation is dropping off because people have either lost interest or moved onto other work.  |  |  |
| An individual working on a project seems to be having problems getting commitment from other team members, and is now late on a couple of deadlines.  |  |  |
| The project group has begun to work together; however, there are several members of the team who need to learn to use the new equipment before it is installed.  |  |  |
| A new production plant will open in six weeks, and 55 staff members will be new to the company as well as the plant. There will be six senior staff transferred from an existing division of the company. What can the new staff expect?  |  |  |
| Your company has decided that a new process for budgeting and forecasting is required. The financial services team will be responsible for developing a new process.  |  |  |