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WoDiLab

INSIDE THE ROOM

Designing Sessions That Deliver Results

Turn your course structure into meaningful learning experiences.

ACTION CHECKLIST

☐ **Step 1 – Choose the session you want to design**
Select one session from the module structure you created in the previous lesson. This will be the session you outline and develop in this worksheet.

☐ **Step 2 – Define the learning step for this session**
Clarify what learners should understand and what progress they should make after completing this session.

☐ **Step 3 – Plan the learning journey inside the session**
Design how learners will **understand, apply, and reflect** during this session.

☐ **Step 4 – Add engagement and learning elements**
Consider how you will use examples, exercises, repetition, or discussion to make the session clear and memorable.

☐ **Step 5 – Outline your first 1–3 sessions**
Create a simple structure for the first sessions of your course so learners can begin moving forward.

Step 1 – Choose the Session You Want to Design

Look at the **modules and sessions** you created in the previous lesson.

Choose one session you want to outline in more detail.

You can start with:

- the **first session of your course (recommended)**
- an **important milestone session**
- or a session where learners take an important step forward.

Module name

_____

Session title

_____

Why this session is important for learner progress

_____

_____

Step 2 – Define the Learning Step

Each session should help learners move **one meaningful step forward**, not the entire journey at once.

After completing this session, my learners will:

Understand
What important concept or idea will they clearly understand?

_____

_____

Apply
What will they **do** or **create** during or after this session?

_____

_____

Move one step closer to this result
How does this session move them toward the result of the course?

_____

_____

Step 3 – Plan the Learning Journey Inside the Session

Strong sessions usually move through three stages:

Understand → Apply → Reflect
Use the space below to outline how your session will guide learners through this process.

1. Understanding
How will you introduce and explain the key concept in this session?

Possible formats you may use:

- ☐ Short teaching explanation
- ☐ Example from real life
- ☐ Case study
- ☐ Story or personal experience
- ☐ Demonstration of a process
- ☐ Visual explanation (diagram, model, slide)

☐ Step-by-step walkthrough

☐ Metaphor or simple framework

Your plan

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2. Application

What will learners **actively do** with the idea during the session?

Possible implementation formats:

☐ Worksheet exercise

☐ Guided reflection questions

☐ Analyse their own situation

☐ Create a short plan

☐ Write a description or draft

☐ Make a decision about their project

☐ Complete a small task or challenge

☐ Practice a skill or method

☐ Work through a real example

Your plan

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3. Reflection
How will learners review and integrate what they discovered?

Possible reflection formats:

- ☐ Journaling or written reflection
- ☐ Answer reflection questions
- ☐ Share insights in the community
- ☐ Discuss with other participants
- ☐ Review their results
- ☐ Compare before/after thinking
- ☐ Identify one next action
- ☐ Summarise their key takeaway

Your plan

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Step 4 – Add Learning & Engagement Elements

Strong learning sessions often combine several elements that help learners stay engaged and remember key ideas.
Consider how you might include the following elements.

Examples & Demonstrations
Examples help learners understand how the concept works in real life.

Possible formats:

- [ ] Real-life example
- [ ] Personal experience story
- [ ] Client or participant story
- [ ] Case study
- [ ] Before/after example
- [ ] Walkthrough of a real situation
- [ ] Demonstration of a method

Notes

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Repetition of Key Ideas

Repetition helps important ideas become clearer and easier to remember.

Possible formats:

- [ ] Introduce the idea at the beginning
- [ ] Repeat it during the explanation
- [ ] Summarise it at the end
- [ ] Highlight it as a key principle
- [ ] Show it visually on slides
- [ ] Repeat through examples

Notes

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Interaction or Practice
Active participation helps learning move from theory into action.

Possible formats:

- [ ] Worksheet activity
- [ ] Small challenge or task
- [ ] Group discussion
- [ ] Pair exercise
- [ ] Practice a skill
- [ ] Brainstorm ideas
- [ ] Create something during the session

Notes

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Feedback & Connection
Learning becomes stronger when participants receive feedback or interact with others.

Possible formats:

- [ ] Feedback from the instructor
- [ ] Peer feedback from other participants
- [ ] Group discussion
- [ ] Q&A session
- [ ] Mentoring call

☐ Sharing progress in the community

☐ Review of homework or exercises

Notes

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Step 5 – Outline Your First 1–3 Sessions

You do not need to design the entire course yet.
Start by outlining the **first sessions that help learners begin their journey.**

Session	Main Idea	What learners will apply
Session 1		
Session 2		
Session 3		

Reflection

Take a moment to reflect after completing this worksheet.
What part of designing sessions feels easiest for you?

_____

_____

What part might require more experimentation or practice?

_____

_____

What is the one idea you want learners to remember after this session?

_____

_____

Remember:
You do not need to design the perfect session immediately.
Focus on helping your learners take **one meaningful step forward**.
Your sessions will naturally become clearer and stronger as you test them, refine them, and continue building your course.