

## Tips on Debriefing

**Role of the Rotary PSP Champion** – The purpose of debriefing following each classroom session is to ensure that the students reflect on the what did (or did not happen) in the classroom and what they can do to improve both the program and their own leadership and participation. The facilitation works best when the program champion, sponsor or team leader can point out some observation or insight and let the team discuss it. To do this most effectively, all involved MUST fully understand the program, lesson plans and activities, and what the expected leadership outcomes are.

**Reflection** – Why and How - The basis of debriefing, or reflection, is to formalize the learning from each classroom session so that the student volunteers can:

- 1) Consciously draw the “lessons learned”, and
- 2) Remember these so that they can be applied in future situations.

You can think of the debriefing process as a three-step process – or just three (3) leading question headings – and consider using any of the questions listed below each heading:

### What?

- What happened?
- What did you see?
- What did you hear?
- What did you think?

### So What?

- So what was learned?
- So what would have made the lessons work more effectively?

### Now What?

- Now what will we remember to do and/or keep for our next classroom session?
- Now what do we want to avoid next time?
- What new skills do we want to develop or practice before going on?

As the Champion, you can uncover what the team learned and help them continue to improve the program while building their skills and confidence.

**POSITIVE ACKNOWLEDGEMENT** – Be sure to acknowledge appreciation for the students’ time and effort, and call attention to the positive things you observed. The more team members can acknowledge each other with positive words or actions as they work together, the more productive and confident they will become.