

[Sample] Pre/Post Facilitation Communication & Surveys

Pre-Facilitation Email Template

Subject: Get Ready for *The Game of Education*!

Hello [Participant's Name],

We're excited to have you join *The Game of Education*! This experience will challenge your decision-making, negotiation, and collaboration skills. Here's what you need to know before we begin:

Date & Time: [Insert Session Details]

Location/Platform: [In-Person Venue or Virtual Link]

What to Expect: You will take on a unique role within the education system and navigate real-world challenges through interactive gameplay. No preparation is needed—just bring an open mind and be ready to engage!

For an overview of the game, helpful resources, and facilitation insights, please visit our website: TheGameofEducation.com.

If you have any questions, feel free to reach out. We look forward to seeing you soon!

Best,

[Your Name]

[Your Contact Information]

Pre-Facilitation Survey (For Facilitators)

This survey helps facilitators prepare effectively by assessing their readiness, potential challenges, and goals for the session.

Pre-Facilitation Questions:

1. What are your primary objectives for this facilitation session?
2. What prior experience do you have facilitating *The Game of Education*?
3. What do you anticipate as the biggest challenge in facilitating this session?
4. How familiar are you with game theory principles used in *The Game of Education*?
5. What strategies do you plan to use to ensure active participation from all attendees?
6. Do you foresee any specific group dynamics that may impact the session?
7. What metrics will you use to evaluate the success of your facilitation?

8. What additional support or resources do you need before the session?

Pre-Facilitation Survey (For Participants)

This survey helps facilitators gauge participants' expectations and baseline understanding of decision-making dynamics before gameplay.

Pre-Facilitation Questions:

1. How familiar are you with strategic decision-making in educational settings?
 2. Have you participated in simulation-based learning experiences before?
 3. What are you hoping to gain from *The Game of Education* session?
 4. Do you anticipate any challenges in making decisions within a group setting?
 5. How confident are you in your ability to negotiate and influence group outcomes?
 6. What experience do you have in balancing stakeholder needs in decision-making?
 7. What role do you typically play in group decision-making (e.g., leader, mediator, strategist, observer)?
 8. Do you have any specific expectations or concerns about participating in this session?
-

Post-Facilitation Email Template

Subject: Thank You for Participating in *The Game of Education*!

Hello [Participant's Name],

Thank you for participating in *The Game of Education*! We hope you found the experience insightful and engaging. To help us improve future sessions, please take a few minutes to complete this brief survey.

Take the Post-Session Survey

For further reflection, additional scenarios, and deeper insights into the game's principles, we encourage you to visit our website: TheGameofEducation.com.

We would love to hear about your key takeaways and how this experience connects to your real-world decision-making. If you have additional feedback or questions, feel free to reach out.

Thanks again for your participation!

Best,

[Your Name]

[Your Contact Information]

Post-Facilitation Survey (For Facilitators)

This survey provides facilitators with structured feedback on their session to refine their approach and improve future experiences.

Post-Facilitation Questions:

1. On a scale of 1-10, how effective was your facilitation in achieving the session's objectives?
2. What aspects of the facilitation went well?
3. What were the biggest challenges you faced during facilitation?
4. How engaged were participants throughout the session?
5. What feedback did participants provide about the game and facilitation?
6. Were there any moments where you had to adjust or pivot your approach? If so, what were they?
7. What would you do differently in your next facilitation session?
8. What additional training or resources would help improve your facilitation skills?

Post-Facilitation Survey (For Participants)

Use this survey to collect participant reflections on their experience, decision-making insights, and overall impact of the game.

Post-Facilitation Questions:

1. On a scale of 1-10, how engaging did you find *The Game of Education*?
2. What was the most valuable lesson you took away from the experience?
3. How effectively did the game mirror real-world decision-making challenges?
4. Did you find the role and agenda dynamics realistic? Why or why not?
5. What strategies did you find most effective in influencing the group's decisions?
6. How did this experience change your understanding of stakeholder negotiations?
7. Did you feel more confident in decision-making after participating in the game?
8. What feedback would you give to improve future sessions of *The Game of Education*?