Building Process Awareness
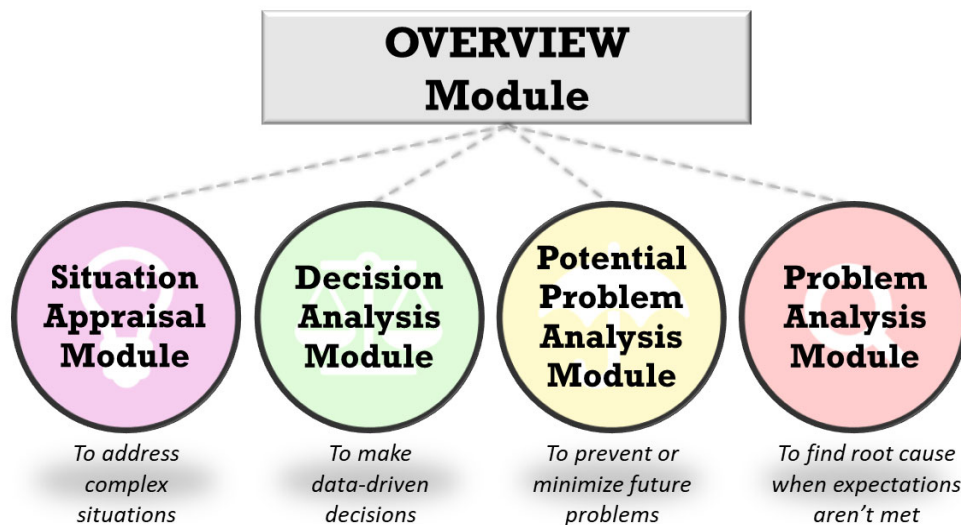
Building Process Awareness provides exposure to help those unfamiliar with process more comfortably and effectively participate when needed. This helps embed, optimize and amplify use of analytic process within a district and its culture. Sessions can be customized to support district goals.

Building Process Awareness consists of five (5) modules (each a maximum of two hours and typically virtual). Participants attend only the needed modules, thus allowing districts flexibility in how the modules are offered and to whom. Each two-hour module builds a general understanding of process and features:

- An introduction to the overall purpose, steps and vocabulary of the chosen analytic process
- A demonstration of how data can be organized in the process template
- Practice answering process questions
- A summary of possible roles for process meeting participants
- Use of education-related applications
- Easy adaptation to meet a range of project goals

Structure

Building Process Awareness is delivered virtually or in-person and designed for maximum flexibility. Each module is a maximum of two hours. Participants first attend the Overview module to explore the value of process thinking then choose the analytic process modules they need.

Intended Audience

Designed for those who need familiarity with analytic processes so they can:

- Provide input or participate in sessions where TregoED analytic processes are being used

- Better understand how process is being used by other district stakeholders

- Refresh their understanding of process because they haven't used it recently

How *Building Process Awareness* differs from our Strategic Tools for Excellent Problem Solving (S.T.E.P.S.) workshops:

Building Process Awareness	S.T.E.P.S. 1, 2, 3
Builds knowledge of process—general understanding	Builds process skills and expertise
Relies on concept briefing to maximize exposure	Relies on cases, applications, and coaching—as well as concept briefing and discussion
Prepares people to participate in use of process led by others	Prepares people to independently apply process and/or help others apply it
Takes less time to conduct	More time-intensive to ensure skill-building
Typically conducted virtually	Most effective when conducted in-person
Modules allow for flexibility and targeted delivery—participants attend what they need	Most effective when participants learn all four analytic thinking tools

"We used [Building Process Awareness] to build capacity of our specialists to participate in collaborative problem solving with GA leaders. The two-hour virtual modules and ability to accommodate larger groups helped ensure our entire team now has the common language to work together internally and across the state to overcome challenges throughout the year."

Michele Sherman, Program Manager
Educator Support Services
GaDOE Educator Support and Development Division

Who We Are

For over 30 years, TregoED has helped build the decision-making and problem-solving capacity of education leaders. TregoED's proven analytic processes are based on Kepner-Tregoe's pioneering research used by organizations and Fortune 1000 companies around the world. These process tools are the essential first step to building leadership capacity and improving student outcomes.