

Purpose

The purpose of MAP is to build a plan of ACTION. It is important to remain focused on positive, proactive elements such as the team's strengths, goals and ideas.

Ground Rules

- At each step, a different person should respond first. This ensures that all team members' ideas are heard.
- All ideas should be recorded by a member of the team, preferably the advisor so that the other team members can concentrate fully on the discussion at hand.
- Team members have the "right" to pass on any question.
- Team members are encouraged to express their ideas in a positive manner.

Planning Session #1 Laying the Ground Work

The first planning session establishes common ground for your team.

History

- What is your school's history with tobacco use?
- What has your school done to support prevention and wellness?

Meet the team ...

- Describe yourselves, your team, your school in as many ways as possible
- Does your team have a name?
- Who is on our team? What is one word that would describe each member?
- What are the strengths that each member possesses?

Just Imagine...

- What is the atmosphere of your school like? How would you change it?
- What do you wish you could see as you walk through the doors of your school?
- What would you as a team like to accomplish at your school?

Fears ...

- What are your fears for yourself, your friends, family or school?
- What do you think might happen if nothing is done to prevent tobacco use?
- What may block your team from moving forward with your goals?

Needs

- What does your team need for support in order to accomplish its goals?
- What do you need from your parents?
- What do you need from your teachers?
- What do you need from your community?
- What do you need from each other?

Planning Session #2: **Action Planning**

After the groundwork has been completed, the next task is to brainstorm goals and specific activities for your team.

What would you like to accomplish this year?

- List the ideas and activities that your group would like to accomplish.
- Can certain ideas or activities that are similar be grouped together?

Establish criteria to select ideas

- What makes one idea better than another? How do you evaluate the ideas?

Prioritize

- Based upon your criteria, start to evaluate the merit of each idea and allow yourselves to discuss each option.
- As a team, select 2-3 of our ideas that will take top priority for your team action plan.

Planning Session #3: **Completing the Plan**

For each activity that you listed as a priority, answer the following questions.

- What tasks need to be completed in order to accomplish this activity?
- What resources will you need?
- Who are going to be the people primarily responsible for the activity?
- When do you hope to start this activity?
- When do you hope to have this activity completed by?
- Will this activity cost money?
- Who will be involved in this activity?
- What is the goal or objective of this activity?

