**Practice Protocol for Evaluation Lab**

**Evaluation Goal:** Evaluate our ECHO Learning Community goals –

Goal 1: To give organizations a space to share and collaborate

Goal 2: To provide continuous learning opportunities (both through the didactic and organizational presentations)

9:55 am **Introductions** and verbal consent. Purpose of the project, what will happen with the data, etc.

 **Icebreaker**: Let’s start by sharing when we started attending ECHO Learning Community Sessions. Please write your responses on the [Jamboard](https://jamboard.google.com/d/1Ki4RTFtLYqaLjZX7fRUBmQrAVtkoIsKnwP53950hij8/edit?usp=sharing) using either the textbox, the google image, or the pen. I will start. I started attending in 2017, I think, when the Learning Community was run by Sonia Bettez.

 [Materials needed: [Jamboard](https://jamboard.google.com/d/1Ki4RTFtLYqaLjZX7fRUBmQrAVtkoIsKnwP53950hij8/edit?usp=sharing)]

10:00 am **What does it feel like to be on an ECHO call?** Let’s add a few items to this gingerbread person to illustrate how UNM feels for you. Please take the next 3-5 minutes to add icons, text, or sticky notes to the [Jamboard](https://jamboard.google.com/d/1Ki4RTFtLYqaLjZX7fRUBmQrAVtkoIsKnwP53950hij8/edit?usp=sharing). For example, you may wish to draw a jacket if you feel like it is cold. If you do not wish to share on the [Jamboard](https://jamboard.google.com/d/1Ki4RTFtLYqaLjZX7fRUBmQrAVtkoIsKnwP53950hij8/edit?usp=sharing), please send ideas directly to me in the chatbox.

 [Materials needed: [Jamboard](https://jamboard.google.com/d/1Ki4RTFtLYqaLjZX7fRUBmQrAVtkoIsKnwP53950hij8/edit?usp=sharing)]

 **Share highlights:** Would anyone like to share why they added their items with the rest of the group?

 **(Goal 1&2**)

10:07 am **Speed Round.** Now let’s partner up. I will send you into breakout rooms to come up with a few bullet points to jot down on the [Jamboard](https://jamboard.google.com/d/1Ki4RTFtLYqaLjZX7fRUBmQrAVtkoIsKnwP53950hij8/edit?usp=sharing). You will have 2 minutes per question and I will bring you back in from the break out rooms after those 2 minutes. Are there any questions before we begin? Great:

 Question 1. Name two didactic sessions that were (or would be) helpful to you

 Now, looking at the responses posted on the board, does anything else come to mind or was there anything else you didn’t have time to write down? (Charla takes notes of the additional comments)

 [Materials needed: [Jamboard](https://jamboard.google.com/d/1Ki4RTFtLYqaLjZX7fRUBmQrAVtkoIsKnwP53950hij8/edit?usp=sharing)]

 (**Goal 2)**

10:10 am **Plus and deltas:** We are getting close to the end of our focus group, but before you head out, I want to spend some time discussing the positives and potential areas for improvement of the UNM ECHO Learning Community. What are some of the positives, or some of the things you would change for next year?

 [Materials needed: [Jamboard](https://jamboard.google.com/d/1Ki4RTFtLYqaLjZX7fRUBmQrAVtkoIsKnwP53950hij8/edit?usp=sharing)]

 **(Goal 2)**

10:15 am **Closing.** Thanks for feedback! Please remember you can always share additional thoughts and feedback directly to me via email at cehenley@unm.edu