

Guiding Good Choices Virtual GGC Groups

Zoom INTRO SESSION: What is GGC, Getting To Know Each Other, and Practice Using ZOOM

INTRO Session Objectives. Parents attending this session will:

1. Understand 5 sessions of GGC and the overall goals of GGC
2. Meet other participants who will be part of their GGC Cohort
3. Think about *Wishes and Concerns* for their children
4. Generate their collective meeting agreements (including Zoom etiquette)
5. Be able to use basic Zoom participant functions (chat, raise hand, rename, virtual background, turn off / on video and audio, annotate, white board), experience breakout rooms, and discuss questions about the Zoom environment.
6. Take pre-test of knowledge, if applicable

Facilitator Preparation

- Contact participants in advance to ensure they have computer/laptop and know how to connect to Zoom. If participants want to participate via mobile phone, convey challenges but be accepting.
- Ensure participants have a copy of the Family Guide.
- Review tips document and complete Zoom orientation if needed.
- Check your Zoom settings before every meeting to be sure all functions are available!
- This session uses Annotate and Rename functions. Make sure they are turned on.
- Decide how to share presentation and support roles across activities.

Pre-learning for participants:

- Read Zoom basics handout (To Be Developed)
- Watch an introductory video about Zoom (share link – which one?)

Participant Handouts:

- Overview of GGC
- Sample meeting agreements from Leader Guide; page 1-25 Family Guide

Time	Content	Materials	Interaction/Zoom Feature
While getting started as participants join	<p>First Gathering/ Sponge activity Coloring wall with soft music.</p> <p>Have written instructions for how to use annotate function. Also have instructor break in a couple of times to provide the instructions verbally.</p>	<p>Whiteboard with drawing for them to color pasted on it <i>OR</i> a pdf of a coloring book page open and shared.</p> <p>Spotify running with appropriate music (at appropriate level). Be sure to have Spotify volume about 1/3 of the way up and then control using computer sound level (or, ideally, practice with someone else checking the remote level for you).</p>	<p>Whiteboard or coloring page Annotate feature</p> <p>NOTE: Ensure the annotate feature is enabled for the meeting</p>
10 minutes	<p>Welcome and rename yourself</p> <ul style="list-style-type: none"> - List your name as you would like us to refer to you here - EXAMPLE: Dalene - EXAMPLE: Ms. Tina - EXAMPLE: Maria S. <p>CHAT function</p> <ul style="list-style-type: none"> • SHOW HOW YOU WILL POST INSTRUCTIONS IN THE CHAT BOX (see below): <div style="border-top: 1px dashed black; border-bottom: 1px dashed black; padding: 5px;"> after you have changed your name, enter the names and ages of your children </div> • EXAMPLE: (from Dalene) Hi everyone, I have three adult children. Danielle is 34, Deanne is 32, and Dale is 30. <p>Make sure that everyone can see the chat box is able to enter information there.</p> <p>“Reactions” buttons: Demonstrate how to use and ask participants to use the reactions that show up in the participant window.</p>	<p>Rename YOUR tile to model the activity</p>	<p>RENAME (You must have this function turned on for the meeting to allow participants to rename themselves)</p> <p>CHAT</p> <p>REACTIONS IN PARTICIPANT WINDOW (yes, no, go faster, etc)</p>

Time	Content	Materials	Interaction/Zoom Feature
15 minutes – depends on how many participants	<p>Introductions:</p> <p>Breakouts</p> <p><i>EXPLAIN that you will auto mute everyone for some activities. Show all where mute and unmute buttons are. Explain that they will need to UNMUTE once they get into their breakout room and when it is their turn to speak and introduce their partner.</i></p> <p>1 min: send to breakout rooms (broadcast instructions)</p> <p>4 mins in breakout rooms as pairs: Participants introduce themselves:</p> <ul style="list-style-type: none"> • Name • Something that made you smile this week <p>1 min come back together</p> <p>5 mins: each person gets introduced by their partner from breakout room</p>		<p>BREAKOUT ROOMs in pairs–</p> <p>MUTE/UNMUTE BUTTON</p> <p>VIDEO ON/VIDEO OFF BUTTON</p>
5 min	<p>Overview of GGC Sessions 1-5</p> <p>High level introduction of topics / skills to be covered:</p> <ul style="list-style-type: none"> • Check that everyone received their Family Guides (and other materials you will have sent them prior to this session) • Ask parents to reference the one-page handout about GGC that you sent to them earlier, or page iv in their Family Guides • Ask for questions or comments – take one or two • Ask participants to share additional comments in the Chat box about their reaction to this information – either a comment or a question 	<p>Handout – copy pg. iv from Family Guide or GGC Overview</p> <p>For reference: Slides 1-3 through 1-7 with overview</p> <p>For reference: Page iv in Family Guide</p>	<p>SHARE SCREEN to show one-page handout, or show slides as you explain content of each session</p> <p>CHAT for questions</p>

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10 mins	<p>Meeting Agreements, Parking Lot and Network Topics Show slide 1-8, and review as on p. 1-12 in Leader Guide. Refer to page 1-25 in Family Guide if people want to see their own version.</p> <p>Ask for comments and any suggestions to add to this list? Take a poll or ask participants to indicate their agreement using thumbs up/side/down.</p> <p>Introduce parking lot concept. Facilitator keep document. Screen share at end of each session?</p> <p>Introduce Network Meeting Topics as on p. 1-12</p>	<p><i>BE SURE TO SET UP POLL PRIOR to launching the meeting (if using).</i> Can also ask for hand raises in person on screen, using thumbs up/thumbs sideways/thumbs down to indicate level of agreement to use the proposed meeting agreements.</p> <p>Slide 1-8 in Leader Guide; p. 1-12</p> <p>Page 1-25 in Family Guide</p>	<p>VIDEO On/Off MUTE On/Off CHAT POLL (if using) Vote feature in participant panel at end to show that all are OK with any new things discussed.</p> <p>WHITE BOARD for Parking Lot, or Word document to write notes in, which Facilitator can save and bring up each session</p> <p>WHITE BOARD OR DOCUMENT for Network Meeting Topics list – save and bring to future meetings for reference</p>

Time	Content	Materials	Interaction/Zoom Feature
15? minutes	<p>Concerns</p> <p>Example script: OK, now that we've talked about our wishes for our children, let's think for a few minutes about what might get in the way. What are you worried might get in the way of your children becoming these people?</p> <ul style="list-style-type: none"> • Start by giving some examples of possible barriers • While this program focuses primarily on substance misuse, what we'll learn here applies to strengthening family bonds and can apply to all of the issues you're listing here • Ask volunteers to share verbally (maybe three or so) • Ask everyone to type additional answers in chat box <p>Reassure parents that this workshop series will provide them with skills that have been shown to help parents prevent problems with their children.</p> <ul style="list-style-type: none"> • Hope and Concerns summary – leave them with the hope, this is why we're here. • Good news from science – testimonials from other parents who'd taken GGC? Statements from outcomes of GGC – see handout: reduces anxiety Etc. • The great thing about GGC is that it focuses on growing the positive as well as protecting against the possible negatives 	<p>Leader Guide p.</p> <p>Set off question in chat:</p> <p>-----</p> <p>What are you worried might get in the way of your children becoming the people you hope they become?</p> <p>*****</p>	<p>CHAT</p> <p>WHITE BOARD OR DOCUMENT to capture list of concerns</p> <p>[Facilitators can refer to this list of concerns throughout the workshop and help participants to understand how strengthening family bonds can help with most of their concerns]</p>
10? mins	<p>Preparing for next session</p> <p>Leader provide engaging summary of end of session – to remind them why this is important and set them up for next session</p>		
5 mins	Set up PRE-POST if applicable	Individual links to survey form online?	SURVEY LINK
5 minutes	Questions and wrap up, eval link		