

Capacity-Building Knowledge to Action Day

Session F: Capacity building Knowledge to Action: Lessons learned from practice

Friday, December 6, 2019, 17:30-19:00

Session outline

Timeline	Intervention	Comments
17:30-17:35	Session objectives Speakers/panellists short introduction	Must be short (alternatively panellists introduction after presentations)
17:35-18:20	Presentations by the session partners (3 presentations, 15 min. each)	Must not exceed time limit
18:20-18:40	Panel – panellists discussion	Six panellists, discussion without audience involvement, moderating persons advisable
18:40-18:55	Panel (cont.) – interaction with the audience, Q&A	Audience engagement (questions, opinions etc.)
18:55-19:00	Closing remarks	

Parallel action

Partners information corner(s) at the back of the room (if not disturbing speakers/panellists).

Information corner includes desks or higher cocktail tables where any materials (brochures, reports, flyers etc.) can be distributed. Corners are assisted by partners' representatives during the whole session to answer questions and encourage networking (regardless the panel action).

Logistics

Presentation equipment, space/seats for panellists, the audience and the information corner.