

Plan a procedure

Pre-task:

Select a procedure from your field requiring team planning. E.g. surgery, building a specific structure such as a highway, designing a study or experiment, etc.

Explain to your partner what the procedure is, who is involved in planning, which technical resources are used and which planning steps need to be taken. Have your partner write down the technical terms, such as the functions of the people involved and technical resources.



Image 1

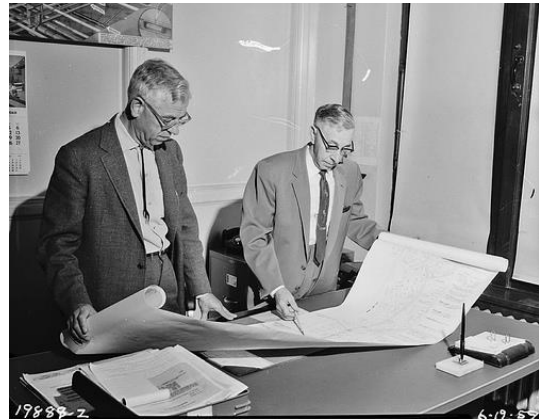


Image 2

Task 1:

Agree on a case to discuss (a project or problem you would have to face in your field). Think of a complication in the procedure that needs detailed discussion. Each partner takes on a role as a member of the planning team, e.g. surgeon and anaesthetist; engineer and building authority representative. Discuss the various options to solve the problem.

To introduce a point/the problem:

As we can see from..., ...

The fact is ...

It turns out ...

To make a suggestion:

How about ... ?

What about ... ?

Why not ... ?

Let's ...

Why don't we ... ?

In my opinion, we'd better ...

You could always ...

Can't we ... ?

There's always ...

You could ...

To give a reason:

There must be / can't be ... because otherwise ...

If it were otherwise, then ...

There is no doubt that ...
Because ...
Since ...

To agree:
Fair enough.
You have a point there.
I was just going to say that.
I agree.
Exactly.

To disagree:
Yes, but don't you think ... ?
That's only true up to a point.
I am not so sure about that.
I am afraid I have to disagree.
On the contrary ...
What I object to is ...
I'm afraid, that's not possible.

To conclude:
So the plan is
Okay then, let's ...
We come to the conclusion ...

Task 2:

Imagine something went wrong when carrying out the agreed plan. What was the problem?
Carry out a review meeting and discuss the reasons for the mistake or unfavourable outcome.

We should have ...
Our plan failed to take into account ...

Sources

Image 1 <https://pixnio.com/de/menschen/menge/arzte-krankenhaus>
Image 2 [Item 61590, Seattle Municipal Archives](https://www.flickr.com/photos/seattlemunicipalarchives/4459827777)
<https://www.flickr.com/photos/seattlemunicipalarchives/4459827777>