

Managing Change: Session Plan

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| 0 | <p><i>Preparations:</i></p> <ul style="list-style-type: none"> • Arrange to forward copies of the book, 'Who Moved My Cheese' to the participants ahead of the program, if possible. • Arrange room: seating in U-shape, name cards, OHP etc • Certificates | Name cards |
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Day 1 - 0930

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| 1 | <p>Introductions-1 30 min</p> <ul style="list-style-type: none"> • Provide overview of the programme • List objectives • Ask participants to introduce themselves. Each member introduces self stating: <ul style="list-style-type: none"> Name Professional statement Personal statement What he hopes to learn from the program • Allow time for participants to write their name cards • Introduce the participants to the phenomena of change | OHS 1-2 |
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| 2 | <p>Bring out the various dimensions of change 30 min</p> <ul style="list-style-type: none"> ▪ Ask participants to write down one-line statements on Change – negative, positive, neutral.... ▪ Discuss the statements with the group | Flip chart Chart paper strips |
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10 30 hrs Tea Break – 30 min

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| 3 | <p>Introduce the participants to the story 30 min</p> <ul style="list-style-type: none"> ▪ Take participants through the key messages of the book | OHS 3-11 OHS 12-18 |
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| 4 | <p>Individual Exercise: Self Assessment 30 min</p> <ul style="list-style-type: none"> ▪ Ask participants to introspect on which character most represents the way they typically deal with change? And Why? ▪ Ask for volunteers to share their thoughts ▪ Take participants through key traits of each of the four characters in the story | OHS 19-23 Flip chart |
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| 5 | <p>Individual Exercise: Self Assessment 30 min</p> <ul style="list-style-type: none"> ▪ Ask participants to identify their personal cheese and where are they looking for it ▪ Follow-up with question on 'if they are afraid of change' ▪ Follow it up with a group discussion on individual choices | OHS 24-25 Flip chat |
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1230 hrs Lunch Break – 60 min

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| 6 | <p>Group Exercise 75 min</p> <ul style="list-style-type: none"> ▪ Break into four groups and give 45 min preparation time ▪ Ask groups to focus on old mode of behaviour /functioning in their organisation and the transition to different modes of functioning to achieve the new goals. Ask them to highlight the process of change and the things they will do differently. ▪ Group presentations followed with in-depth discussions. | OHS 25-29 Flip chart |
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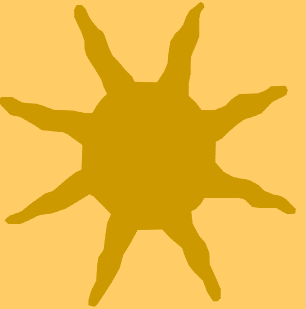
1445 hrs Tea Break – 15 min

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| 7 | <p>Individual Exercise: Self Assessment 30 min Optional</p> <ul style="list-style-type: none"> ▪ Process of Managing Change • <i>Take the participants through the six step exercise</i> | OHS 30-35 Flip chart |
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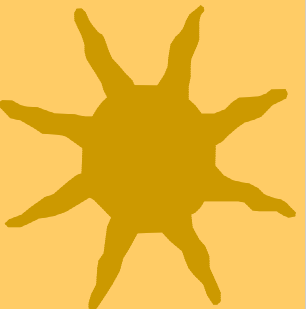
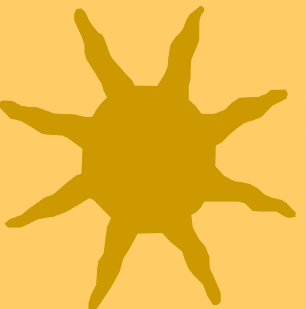
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| 8 | <p>Review and Conclusion 5 min</p> <ul style="list-style-type: none"> • Explain <i>preparations, objectives, story line, questions</i> | |
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Who Moved My Cheese?

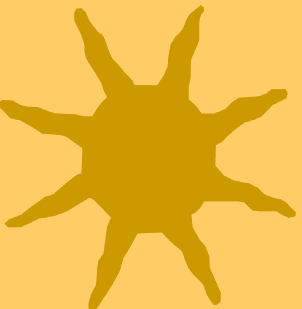


Managing Change





Program Objective



To provide you with a new and positive way
of looking at change that works to your
advantage



The Story



It is a story of four characters who live in a “maze” and look for “cheese” to nourish them and make them happy





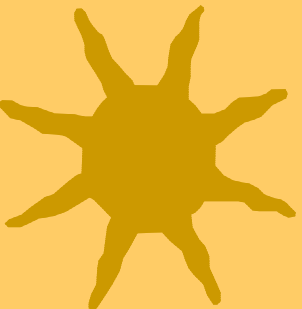
It Is Our Story



The four characters represent parts of ourselves – the way we approach and look at situations in life – at work, at home, in relationships.



The Four Characters

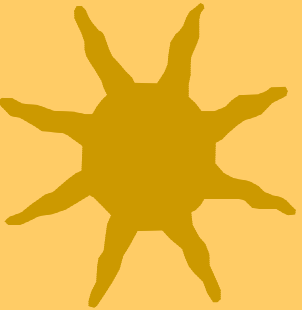


Two are mice named “sniff” and “scurry”.
And two are little people named “hem” and
“haw” who are the size of mice but look
and act a lot like us.



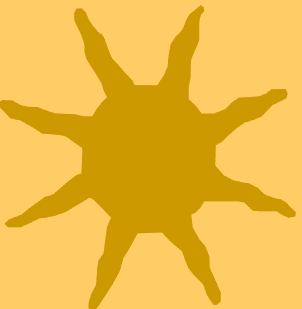
What Does Cheese Signify?

In this story “cheese” signifies whatever we want in life – a good job, relationship, health, peace of mind... and the “maze” is where we look for it.





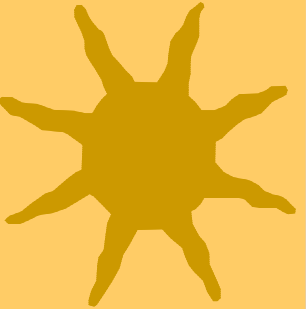
Enjoying the Cheese



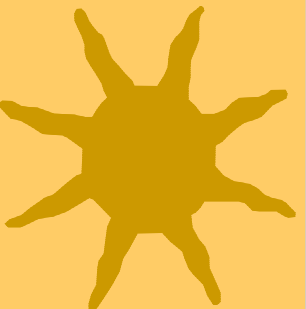
The four characters are happy in their daily routine of going to “Cheese Station C”, except that hem and haw begin to get complacent and think that the “cheese will last for ever”.



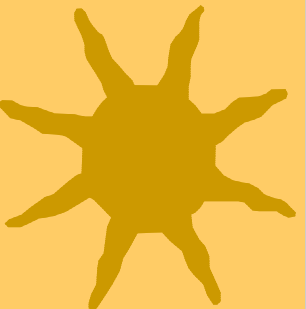
Getting Attached to the Cheese



Once we get our “cheese” we become attached to it.



If we loose it or it is taken away, it can become traumatic.





The Cheese Has Moved



The story moves on to show what happens to the characters when the “Cheese” has been moved to another part of the maze.



Some are prepared for it and do well. Others are surprised and have a difficult time. As we watch what they do, we see a part of ourselves.





Finding the New Cheese

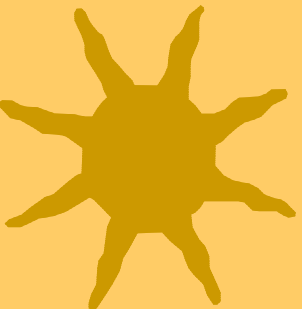


“Sniff” and “Scurry” move on quickly and find the “New Cheese”.



“Haw” after much difficulty is finally able to see what he is doing and laughs at himself.

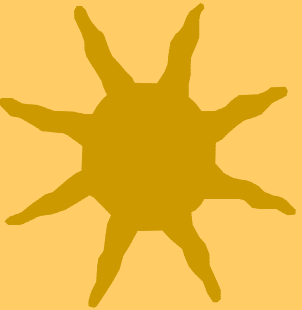
He moves on and finds “New Cheese” while “Hem” remains hemmed in by his comfort and fears and is left behind.





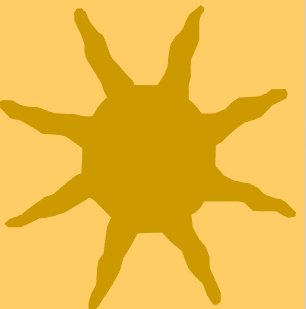
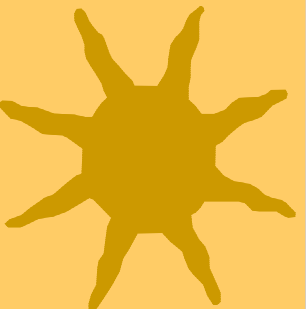
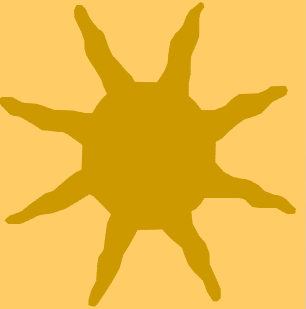
The Writing on the Wall

As “Haw” progresses through the maze looking for the “New Cheese”, he writes on the wall what he has learned about change, hoping his friend “Hem” will find his way.





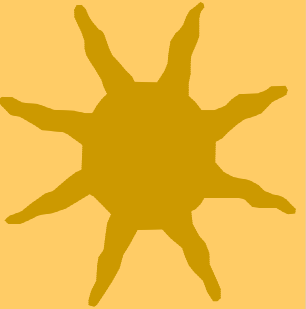
The Writing On The Wall



Change Happens
They Keep Moving the Cheese

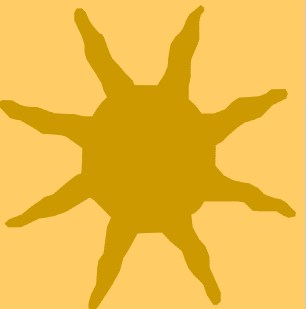
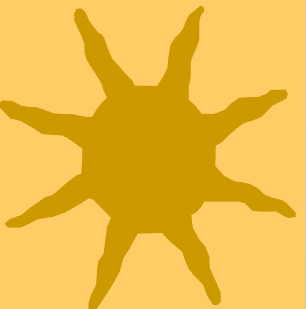


The Writing On The Wall



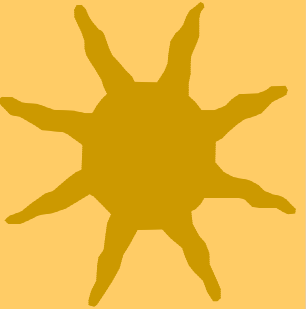
Anticipate Change

Get Ready For The Cheese To Move



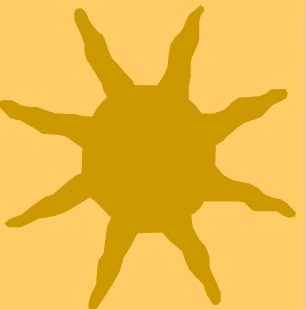
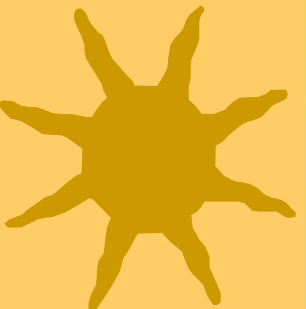


The Writing On The Wall



Monitor Change

Smell the Cheese Often So You Know
When It Is Getting Old





The Writing On The Wall

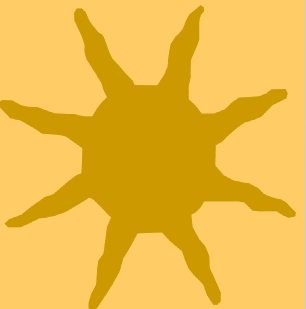
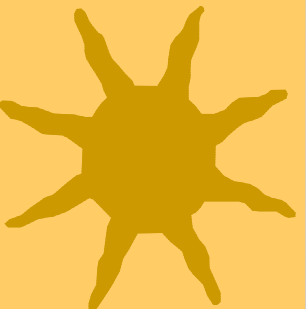
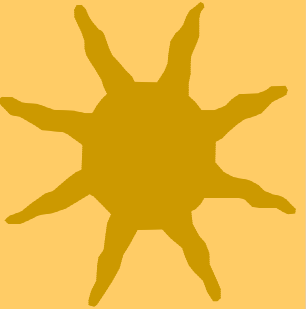


Adapt To Change Quickly

The Quicker You Let Go of Old Cheese
the Sooner You Find New Cheese



The Writing On The Wall



Change

Move With The Cheese



The Writing On The Wall



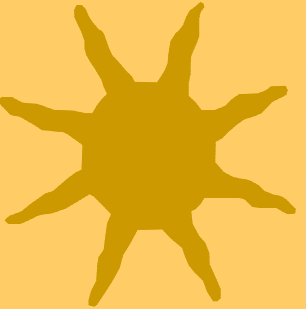
Enjoy Change

Savour The Adventure And Enjoy The
Taste Of The New Cheese!

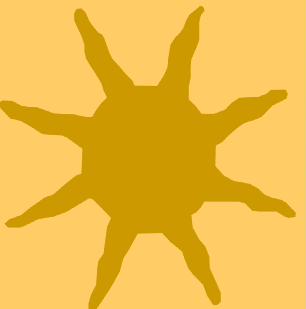




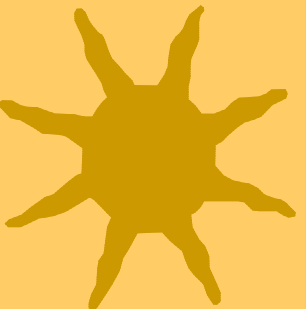
The Writing On The Wall



Be Ready To Change Quickly And
Enjoy It Again

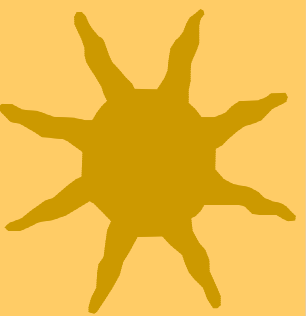


They Keep Moving The Cheese

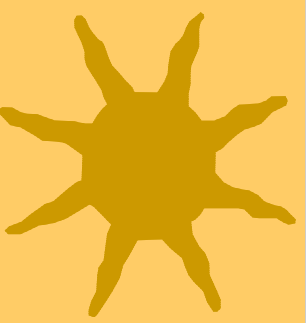
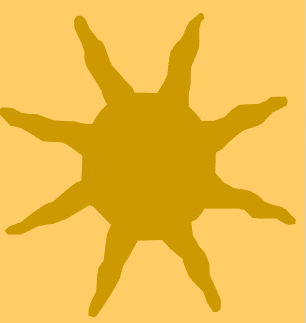




Who Are You in the Story?

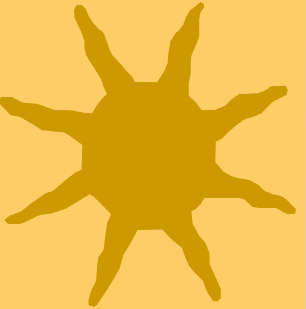


Which character represents the way you typically deal with change?

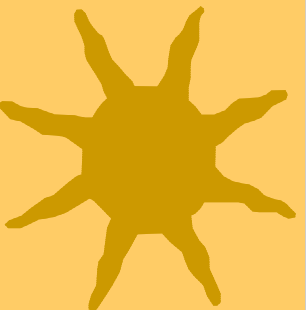
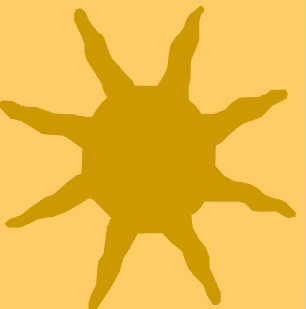




*Is the “Sniff” Inside You Excited About
The Change?*

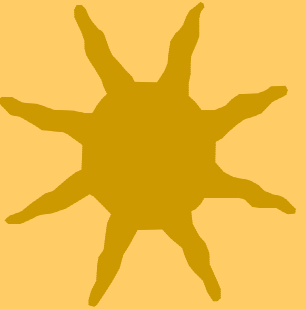


Can you see the early signs of change coming, before others are aware of it?

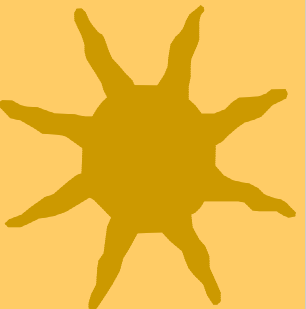
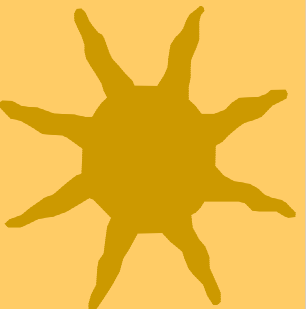




What Excites the Scurry” Inside You About Change?



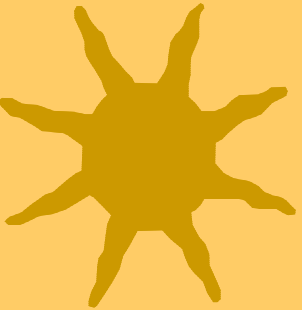
Can you see what action is needed and take
action immediately?





What About the “Hem” in You?

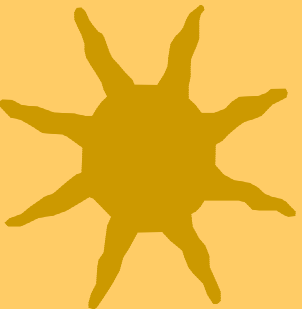
Do you hem & haw in a new situation and wish the change wasn't happening?





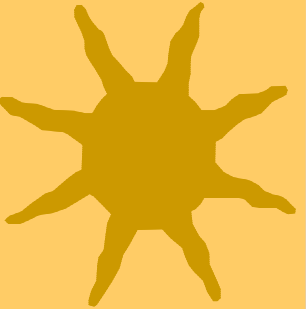
*Is the “Haw” in You Excited About
Change?*

Can you laugh at yourself for not wanting to change, then move on to explore the maze and come to enjoy the taste of New Cheese?

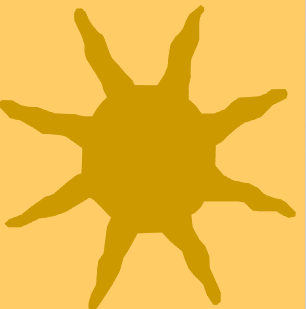
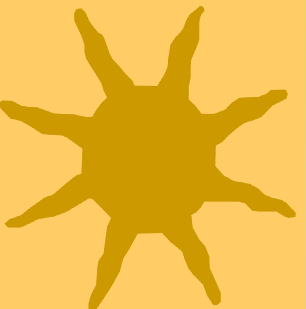




Having Cheese Makes You Happy

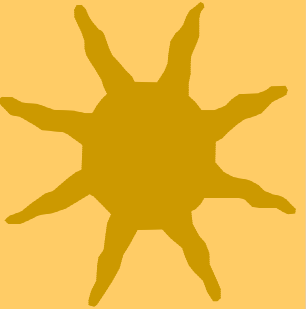


What is your Cheese and where are you looking for it?



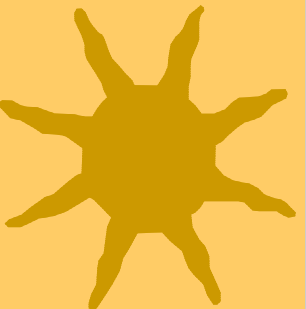
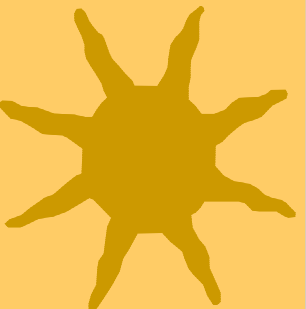


What Would You Do If You Were Not Afraid?



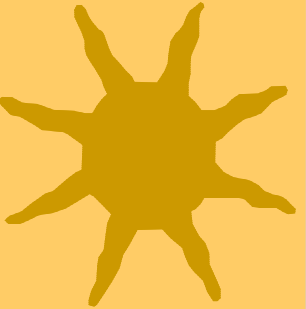
Does Change frighten you?

What are you afraid of?

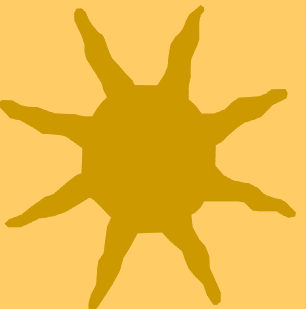
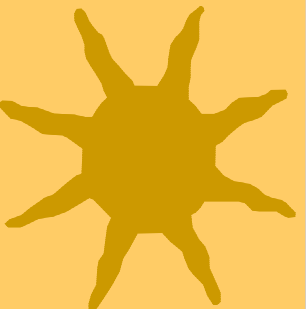




From Old Cheese To New Cheese

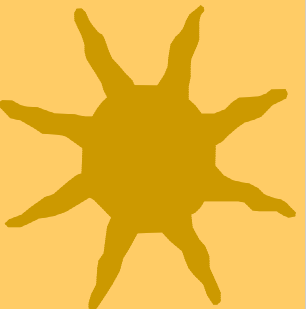
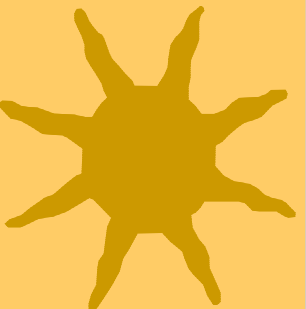
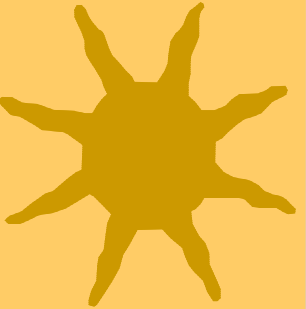


★ What Old Cheese are we holding on to in our organisation?





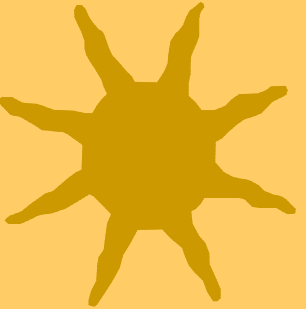
From Old Cheese To New Cheese



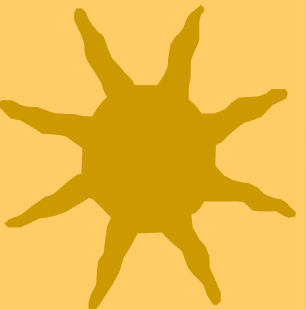
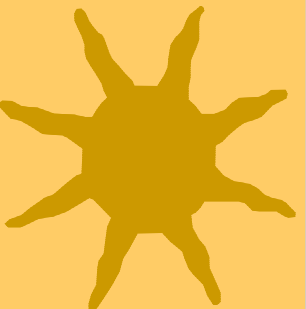
★ What could our New Cheese be?



From Old Cheese To New Cheese

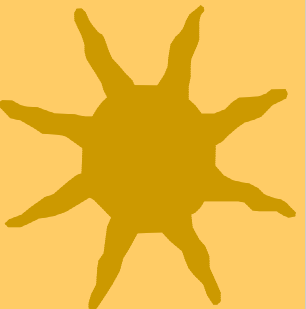
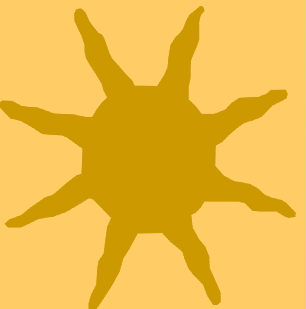
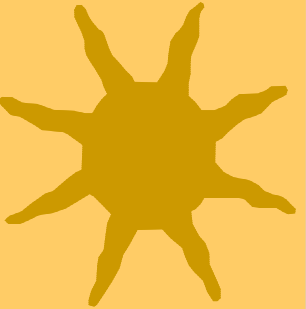


★ How can we do things differently to find our New Cheese?





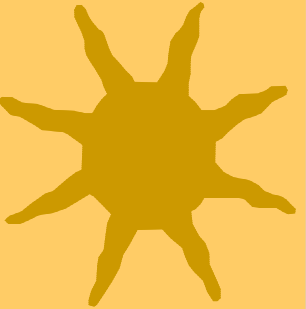
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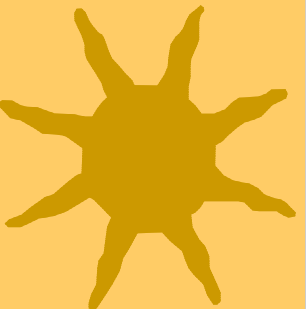
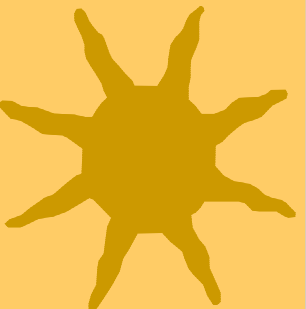
★ How will we feel when we find our New Cheese?



Managing Change – Enjoying The New Cheese!

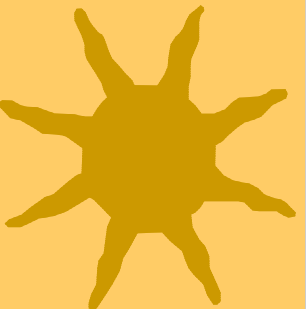
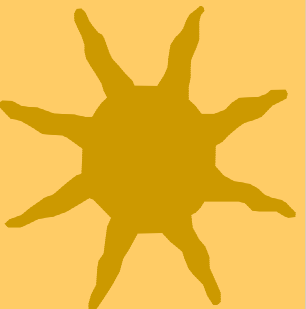
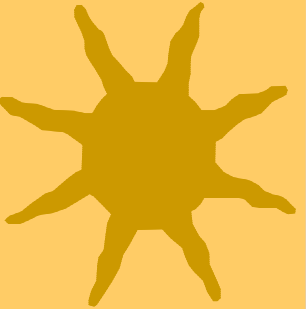


★ Imagine something that you would like to see happening at Work or in your Life.





Managing Change – Enjoying The New Cheese!



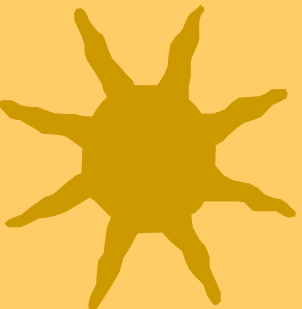
★ Feel yourself enjoying it.



Managing Change – Enjoying The New Cheese!

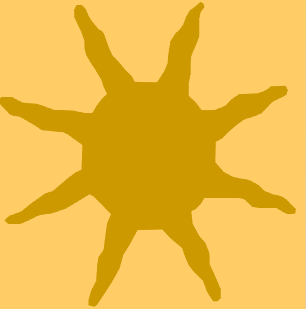


- ★ Write a description of the New Cheese you can imagine yourself enjoying.

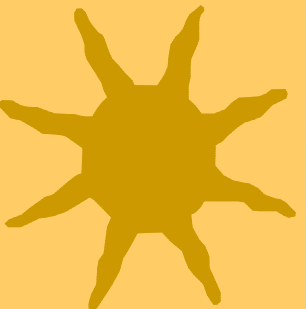
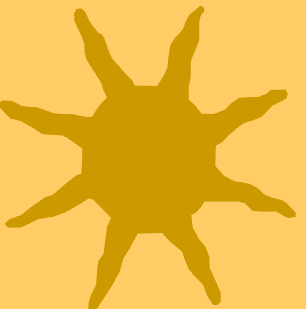




Managing Change – Enjoying The New Cheese!

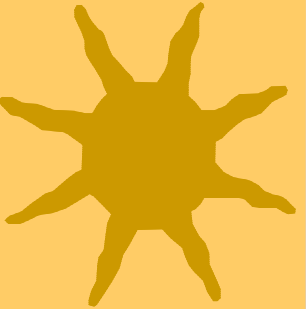


★ Imagine what you did to make it happen.

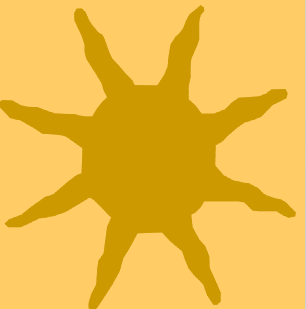
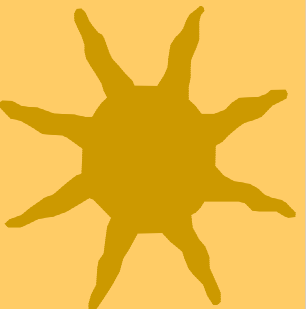




Managing Change – Enjoying The New Cheese!



★ Imagine how you feel, now that you have made it happen.





Enjoy Your New Cheese!

