

## TOPIC MANAGEMENT

PRESENTATIONS are:

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### WHY Questions

Why is this hard?  
Why is this relationship difficult?

- Significant
- Unresolved
- Emotional Complexity

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### I am looking for **CLARITY** and **SELF AWARENESS**

PLANNED Presentations  
Coached in advance  
Q2: IMPORTANT but NOT Urgent

IMPROMPTU Presentations  
Open Coached  
Q1: URGENT and IMPORTANT

IDEA GENERATION Topics are:

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### WHAT & HOW Questions

What might I be missing?  
How could I improve?

- Brainstorming - generate many creative ideas, as a group
- Blind Window - What could I be missing?
- Experts - internal or external experts share knowledge
- Resources - books, videos, web sites that are valuable
- Goal accountability - small or whole group

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### I am looking for **LEARNING** and **IDEAS**

Topics can be  
Q2: IMPORTANT but NOT Urgent  
Q1: URGENT and IMPORTANT!