**Model of workshop**

**Aims and objective:**

The workshop aims to help schoolteachers and museum educators collaborate and create customized learning programs, using UNESCO Southeast Asia Shared Heritage Modules as starting point. Participants are selected through an open-call via collective bodies (in our case, we asked for applications through Thailand Museum Association and Thai Civic Education). The workshop’s core principle is to facilitate sharing of experience and expertise among the group.

Prior to the session, each museum educator has to prepare an object from the museum that links to Southeast Asia region, and each teacher has to prepare an ASEAN lesson plan for discussion.

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| **Day 1: [Teacher-only training for participating schools]** | |
| Main theme: Introducing South East Asia Shared Histories Modules to participants from schools.  On the first day, We introduced the modules to participating teachers from 8 schools.  After handing out the printed version of the 4 units, the sessions were delivered mainly through lectures detailing each unit in the module.  In the afternoon, we also demonstrate a few activities suggested in the lesson plans, then discuss a possible ways to adapt such activities back in the class rooms. | |
| **Day 2: [Paring and Sharing]** | |
| Main theme: Introducing paring of schools and museums staffs, Presentations of exemplary educational practices from each museum. Identify shared purpose of the excursion for each group. | |
| 9:00-10:30 | Overview of the Shared Histories Modules. Each museum staff was given a summary book with compilation of introduction sections from each unit. |
|  | *Tea break* |
| 10:30-12:00 | **Activity 1: Museum presentations** - Each museum came out and introduced their collection, educational practice, as well as physical details of the site. The purpose of this activity was for participants from museums to share and see the exemplary practices in museum education field. The participants from schools could also benefit from this information as they plan their excursion to their partner museum as well as to other museums in the future. |
| 12:00-13:00 | Lunch break |
| 13:00-14:00 | **Activity 1 (continues)** |
| 14:00-14:15 | *Tea break* - Museum educators are teamed up with school teachers. We allocate each team by their locations for easy commuting in the future. |
| 14:50-15:30 | **Activity 2: Discussion and Reflection**   * Museums and schools interview each other * Learn about each other’s expectations and direction of collaboration * Challenges and opportunities / Q&A   After the museums’ presentations, each table was handed out “Q&A” work sheet containing survey questions to kick start the group’s conversation about each other’s institutions. The teacher teams first had 10 minutes to question the museum teams. Their starter questions include: “What is your museum’s maximum capacity?”, “What were the challenges of previous school visits at your museum?”, “What are the basic rules and regulations at your museum?”, etc. Then the museum teams had their turn of 10 minutes as well. Their starter questions include: “What is your main interest from our collection?”, “Have you ever taken your students to museums? If so how was the experience?”, “From which year group/subject are you thinking to bring to the museum? And what will they be studying in class around the time of excursion?”, etc.  **Summary #1**: After interviewing each other, each group were handed their first summary sheet (Purpose). In this first sheet they had to collectively identify the following: 1.) School’s agenda 2.) Museum’s agenda 3.) Shared purpose of the visit  (For group that had more than 1 school, they had to do 1 summary sheet per school.) |
| 15:30-16:00 | **Presentation of each groups’ possible direction of collaboration** |
| **Day 3: [On Museum learning]** | |
| Main theme: Introducing framework for co-learning between museums and schools. Show examples from previous cases. Design the lesson plan for the visit. | |
| 9:00-11:00 | **Museum Minds Presentation**   * Introduction to Framework for co-learning between museums and schools.   (Presentation of case studies:   1. British Museum (Samsung Digital Discovery Centre) 2. Singapore’s Little Treasures program 3. Pilot program “UNESCO Learning Toolkit for House Museums in Thailand” by Museum Minds 4. BACC learning programs 2016-2019)   - Q&A |
|  | *Tea break* |
| 11:00-12:00 | **Activity 3:** **Questioning Method with Museum objects**  The museum staffs in each team presented the prepared object from their museums (with relations to Shared Histories) The team then had 20 minutes to come up with different types of engaging questions to share with the group. |
| 12:00-13:00 | Lunch break  *(At lunch time, we asked all the participants from every museum to eat together at a long table and shared their feelings about the workshop so far.)* |
| 13:00-14:30 | **Activity 4:** **ASEAN lesson plan exchange**  The teachers in each group had 20 minutes to share their experience of successful and unsuccessful activities in their classes. The museum staffs were handed a sheet to write down their notes then presented their cases to the group.  **Activity 5: Designing education programs**  **- Summary #2:** Based on their purpose in Summary#1, each group had to draw a lesson plan of the excursion on a sheet of flipchart paper. They have to identify 5 main elements of the excursion: 1.) Objectives 2.) Pre-visit activities 3.) Activities on site 4.) Post-visit activities and 5.) Roles of museum staffs / teachers in each element.  - Each group presented their ideas on the flipchart paper then they were handed the Summary#2 (Lesson plan) sheet to fill in. The comments were based on Generic Learning Outcome (GLO) evaluation framework. |
| **Day 4: [Concluding and Planning]** | |
| Main theme: Each group created a practical work plan. Evaluating and reflecting the workshop. | |
| 9:00-11:00 | **Exercise on creative evaluation methods.**  **Activity 6: Action plans**  **- Summary #3&4** Each group was handed out the final 2 summary sheets on the topic of action plan and dividing responsibilities. Based on the previous objectives and lesson plans, their task was to complete the action plan with allocated responsibilities and timeframe.  -After filling in all the summary sheets, each group were given a pack of post-it and they were asked to create and present their action plan on the white board which were divided into monthly sections, from April to September.   -After every group had done their presentations, there was a summary session indicating the liaison party for each group’s further steps. |
| 11:00-12:00 | **Summary and Reflection**  - For summary and reflection session, Each participant chose and explain an object to summary his or her experience. The chairs were placed in circle and everyone had to talk about their object one by one. At the end of the session 3 volunteers came to the middle to organize all the objects together to tell the story of our workshop. |
| 12:00-13:00 | Lunch break |
| 13:00-15:00 | **Establish communication channel for follow-up**  - Organize the list with everyone’s names/ institutions/ contact details were shared in the Line group. |