

Prof. Dr. phil. Mechtild Becker

Moderation timetable:

Topic: General Science Subjects

1. 1-point query: How good is your general education (5 min)
2. Note card query: What expectations do you have of the "general science subjects" here at the university? Which subjects would you like to have? (10 min)
3. Multi-point query: Which topics should have priority? (5 min)
4. Group work: Which content should be taught concretely? (20 min)
5. Presentation: Presentation of the results in 4 groups of 5 minutes each: (20 min)

Measure	Sense	Odds/Risks
1-point query	<p>Serves to determine a mood picture <b>ON</b> the topic: General knowledge</p> <ul style="list-style-type: none"><li>• all members are given an adhesive point, which they place on a vertical scale of 1-10 or 1-100 (scaling question)</li><li>• the result must be commented on by the moderator. Ask about the "outliers" at the top and at the bottom.</li><li>• colored dots: green for male participants, yellow for female participants can bring extended results (age, gender...)</li></ul>	<ul style="list-style-type: none"><li>• Loosens up the group through movement</li><li>• Pay attention to Group Think</li><li>• For large groups, it may take a long time</li><li>• Prepare/Cut Points</li></ul>
Note card query	<p>Used to <b>collect ideas</b></p> <ul style="list-style-type: none"><li>• one card per idea, write with felt-tip pen</li><li>• distribute only as many cards as can be processed</li><li>• Special case of call request: the moderator can end the query if he thinks he has collected enough cards, he labels them on call (spelling)</li><li>• every card must be appreciated and processed</li></ul>	<ul style="list-style-type: none"><li>• Too many cards collected</li><li>• It is not allowed to throw away a card</li><li>• Call query avoids duplication</li></ul>

Multi-point query	<p>Used <b>to select the topics</b> on the collected cards, as only a limited number of groups can continue working</p> <ul style="list-style-type: none"> <li>all participants receive three adhesive dots that they can assign for their desired topics (distributed or all three for one topic)</li> <li>Counting: Transparency! Note</li> <li>The topics that have received the most points will be further worked on in the groups</li> </ul>	<ul style="list-style-type: none"> <li>a tie on the issues, Vote by show of hands</li> <li>More topics than groups are needed for the selection to be made</li> </ul>
Group work	<p>Serves <b>to concretize</b> the previously determined individual topics</p> <ul style="list-style-type: none"> <li>Set a time limit</li> <li>Formulate a clear definition of the task</li> <li>walk around and help</li> <li>Distribute material</li> </ul>	<ul style="list-style-type: none"> <li>Fruitful discussion when the participants actively participate</li> <li>If the groups work poorly or are overwhelmed, the results may be inadequate</li> </ul>
Presentation	<p>Used to <b>publish</b> the partial results</p> <ul style="list-style-type: none"> <li>present two people each</li> <li>Moderator asks the group if something has been forgotten or should be added (discussion)</li> <li>Praise and thanks</li> </ul>	<ul style="list-style-type: none"> <li>Appreciation of all thoughts on the topic</li> </ul>

**Objective:** The students should carry out a moderation themselves. Divided into 4 groups and in the last 30 minutes of the session, each group should find a topic and plan the process.

In due of corona in the following session, 4 groups will present the moderation procedure (each 20 min). Feedback rounds off the topic.