

Mentor Notes

Prepare yourself for the class before everyone gets there.

Remember the room arrangement for better group discussion.

Facilitate discussion whenever you see this symbol



Meeting 10 checklist of items needed:

- ___ Sign-In Sheet (Attendance Form)
- ___ Flip Chart and Markers
- ___ Meeting 10 for each participant
- ___ Incentives (Optional)
- ___ Healthy snacks or food (Optional)

When people arrive:

- Give Meeting 10 to every participant.
- Have everyone sign the attendance form.
- Tell participants where restrooms are located.
- Tell them that today's meeting should last about 1 hour and to help you stay on track so that everything will get covered.
- Tell them that questions and discussions are encouraged from everyone.
- **OPTIONAL** – Review the key points from Meetings 1-9 in table in the “extras” section. You can review either before or after the meeting, or have participants read through the table on their own.

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1. Review today's meeting.
2. Give clients a few minutes to set a goal.
3. Ask clients to answer the 3 questions on the next page.
4. Review the questions, dictionary, and brochures.

