

Methodological tool: Castles in the air

Number of methodological Tool	EUPA_LO_125_M_001
Work Area Code and Title	WA14: Office Effectiveness and Efficiency
Unit Code and Title	4.15 Use planning and time management skills to achieve own short term and long term objectives
Learning Outcome Number and Title	LO125: Demonstrate the ability to set own short-term and long-term objectives within the organisation's Development Plan
Objective of the methodological tool	After the completion of this activity, participants will be able to: <ol style="list-style-type: none"> 1. Recognise the importance setting the objectives for the task prior to its execution 2. Recognise the importance of planning and its adjustments over time
Approximate Time needed for the completion of this exercise	30 minutes
Individual or group exercise	<input type="checkbox"/> Individual <input checked="" type="checkbox"/> Group
Type of methodological tool	<input type="checkbox"/> Written exercise <input checked="" type="checkbox"/> Group exercise <input checked="" type="checkbox"/> Experiential exercise <input type="checkbox"/> Video analysis <input type="checkbox"/> Simulation <input type="checkbox"/> Multiple choice <input type="checkbox"/> Group exercise with cards <input type="checkbox"/> Exercise using ICT <input type="checkbox"/> Role play <input type="checkbox"/> Group discussion <input type="checkbox"/> Case study <input type="checkbox"/> Creative Group Work
Description of the exercise/Procedure	<p>1, Instructions – Split the group into teams of approx. 4 (depending on the size of the class)</p> <p>“Using the deck of cards at your tables and no other materials, you have four minutes to build the tallest free standing card castle that you can. This is timed activity and begins NOW!” (Give them exactly four minutes)</p> <p>“Stop!”</p> <p>2, (Measure each card castle. Give round of applause for effort. See who built the highest castle.)</p> <p>“If I gave you 4 minutes to discuss a strategy with your team</p>

	<p>members do you think you could achieve measurably better results in another round using a new deck of cards? During your planning session, please set a height goal for the new castle. PLAN!” Give the groups 4 minutes to plan. 3, “Stop Planning. While you were planning we passed around another deck of cards. Please take down your old castle and wait until I say go. You have four minutes to build the tallest castle in the room and strive for the height goal that you set. Go! 4, “Stop!” (Measure each card castle. Give round of applause for effort. See which group built the highest castle.) Thanks for playing!” 5, Debrief and Apply: Did it help to know what your “destination” was in each round? Which “destination” or goal was it easier to know if you reached? How come? Did you get measurably different results in round two? Why do you think that is? At any point did you have to change your strategy to reach the goal? (Ask one person to share an example.) Do you see value in setting a goal determining a destination; creating strategies to reach that goal; and shifting gears if things weren’t working toward your goal?</p>
Exercise is accompanied by	2 decks of cards per group, each set a different color
Exercise solution	N/A
Other comments to the trainer	<p>It is best if the leader of this activity has some knowledge and experience in experiential learning facilitation techniques. Facilitator Tip: It’s important in the first round to give the instructions quickly and communicate a sense of urgency with your voice.</p>