**Decision Making Workshop Agenda**

**xx-xx Month, Year**

Venue: Location

**Day One: Date**

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| ***8:45-9:00*** | ***Arrival*** |
| 9:00-9:30 | *Opening, welcome and introductions.* |
| 9:30-10:15 | *The Theory behind “the Method.”* |
| ***10:15-10:30*** | ***Morning tea*** |
| 10:30-11:00 | *Step One*: Identifying and Articulating the Issues. |
| 11:15-12:00 | Workshop: Participants identify and write the issues in a specific case.  Facilitators review this work in small group discussions. |
| ***12:00-1:00*** | ***Lunch*** |
| 1:00-1:30 | *Step Two*: Arranging the Issues. |
| 2:15-3:00 | Workshop: Participants arrange the issues in a sequence that makes sense. Facilitators review this work in small group discussions. |
| ***3:00-3:15*** | ***Afternoon tea*** |
| 3:15-3:45 | *Step Three*: Writing Effective Beginnings. |
| 3:45-4:30 | Participants write opening paragraphs providing a factual context for the  issues. Facilitators review this work in small group discussions. |
| ***4:30*** | ***Day One Concludes*** |

**Day Two: Date**

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| ***8:45-9:00*** | ***Arrival*** |
| 9:00-9:30 | *Step Four*: Analyzing the Issues. |
| 9:30-10:15 | Participants write an analysis for at least one issue. Facilitators review this work in small group discussions. |
| ***10:15-10:30*** | ***Morning tea*** |
| 10:30-11:15 | *Step Five*: Summaries and Conclusions. |
| 11:15-12:00 | Participants write concluding paragraphs. Facilitators review this work in small group discussions. |
| ***12:00-1:00*** | ***Lunch*** |
| 1:00-1:45 | An Appellate Perspective*.* |
| 1:45- 3:00 | Conditions, Traditions, and Customary Law. |

**Day Three: Date**

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| ***8.45-9.00*** | ***Arrival*** |
| 9.00-9.30 | * Delivering Oral Judgments |
| 9.30-9.45 | * Introduction to Case Study |
| 9.45-10.15 | * Prepare Oral Judgments |
| ***10.15-10.30*** | ***Morning tea*** |
| 10.30-11.00 | * Preparation continued |
| 11.00-12.00 | * Workshops |
| ***12.00-1.00*** | ***Lunch*** |
| 1.00-2.30 | * Workshops |
| 2.30-3.00 | * Panel Discussion |
| ***3.00-3.15*** | ***Afternoon tea*** |
| 3.15-4.00 | Summation, Valediction and Certificates |
| ***4.00-4.10*** | ***Final wrap-up and close*** |

**Extract from the *PJSI Judicial Decision-making Toolkit*, 2020**.

The full Toolkit is available here: <https://www.fedcourt.gov.au/pjsi/resources/toolkits>