# Portfolio Sensemaking Workshop & Intelligence Generation Agenda

## Objectives

1. **Observe** and **make sense** of an existing portfolio of projects
2. **Generate** insights and **extract** intelligence from that portfolio
3. **Identify** areas for action that would accelerate the development effects of the portfolio

\*This agenda is largely written for an in-person gathering. Adjust for times, breaks and availability for online sessions.

\*This agenda is written for a sensemaking workshop with NO adjacent activities e.g. Futures sessions, or external Panel for provocations, etc. Would need to be adjusted to include those.

## Agenda

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| **EXTRACTION** |
| **9:00 - 10:00** | **WORKSHOP INTRODUCTION** | **FACILITATOR** |
| 9.00 - 9.10 | Welcome | Workshop Facilitator |
| 9.10 - 9.20 | Context, Objectives,  | Senior Management |
| 9.20 - 9.30 | Process, Approach & Disposition | Facilitator |
| 9.30 - 10.00 | Sensemaking and the UNDP Protocol | Facilitator |
| 10:30 - 10:45 | Sensemaking warm-up exercise | Facilitator |
| 10:45 - 11:00 | Break |  |
| **11:00 - 13:00** | **PORTFOLIO SENSEMAKING** | Facilitator |
| 11:00 - 12:00 | Round 1: Projects 1-4 | Facilitator |
| 12:00 - 13:00 | Round 2: Projects 5-8 | Facilitator |
| 13:00 - 14:00 | Lunch Break |  |
| 14:00-15:00 | Round 3: Projects 9-12 | Facilitator |
| 15:00 - 16:00 | Round 4: Projects 10-12 | Facilitator |
| 16:00 - 16:15 | Break |  |
| 16:15 - 16:45 | Sensemaking Balcony Reflection | Facilitator |
| 16:45 17:00 | Closing Remarks and Reflections | Facilitator |

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| **EXTRACTION > ARTICULATION** |
| 9.00 - 9.30 | Review process, roles & core concepts | Facilitator |
| 9.30 - 10.30 | Review Window insights / Develop Claims Round 1 | Facilitator |
| 10:30 - 11.00 | Break |  |
| 11:00 - 11:30 | Share back | Facilitator |
| 11:30 - 11:40 | Break |  |
| 11:40-12:30 | Review: Merge, Cluster. What’s missing?Then do Claims Round 2  | Facilitator |
| 12:30 - 1:00 | Vote to identify top 3-4 Claims to take to next steps | Facilitator |

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| **ARTICULATION** |
| 9.00 - 9.30 | Review process, roles & core concepts | Facilitator |
| 9:30 - 10.30 | Propositions Round 1 | Facilitator |
| 11.00 - 11.30 | Break |  |
| 11.30 - 12.00 | Share back  | Facilitator |
| 12:00 - 13.00 | Lunch break |  |
| 13:00-13:45 | Propositions adjustments + Developing an action plan | Facilitator |
| 13:45-14:00 | Workshop Close + Agree Next Steps | Facilitator, Senior Management |

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