

# Focus Group Agenda



- Welcome and Overview
- Introductions
- Topic 1
- Topic 2
- Topic 3
- Closing Remarks

## Shared expectations

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Use **raise hand feature** to help avoid speaking over others.

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Keep yourself on **mute** when not speaking.

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Feel free to **use the chat** to share responses to the group.

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**Be present** (limit multitasking).

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Take a **break** when you need it.

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Allow **space for all voices**.

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Ground statements in **evidence**.

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**Respect confidentiality** of all participants.

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Share **openly and candidly**.

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