

Minutes

1-10

- The presenter shares his or her ideas to attendees who chose to attend his or her roundtable
- The moderator announces when time is up

Minutes

11-30

- The presenter engages attendees at his or her table to discuss questions and issues concerning the topic
- The moderator announces when time is up

Switch

- The moderator announces time and attendees switch tables to attend one more roundtable discussion in the same session

Minutes

31-40

- The presenter presents his or her ideas to attendees at his or her table a second time
- The moderator announces when time is up

Minutes

41-60

- The presenter engages attendees at his or her table to discuss questions and issues concerning the topic
- The moderator announces when time is up

Minutes

61-75

- The moderator announces end of discussions and welcomes attendees from all roundtables to share their findings with the entire group