



RULES FOR RUNNING AN EFFECTIVE RETREAT OR OFF-SITE TRAINING

RULE #1:

MAKE IT FUN!

RULE # 2:

PLAN IN ADVANCE

RULE #3:

START ON TIME

RULE #4:

STAY ON TASK

RULE #5

LEAVE ROOM FOR FLEXIBILITY AND TRY NEW THINGS

RULE #6

INVOLVE EVERYONE

RULE #7

REWARD MEMBERS WHO PARTICIPATE

RULE #8

MAKE PEOPLE FEEL WELCOME