

DO'S	DON'TS
<p>BEFORE EACH MEETING</p> <ul style="list-style-type: none">○ Download videos at srs.lds.org/ videos.○ Check that video equipment works.○ Review the chapter briefly.○ Prepare yourself spiritually. <p>DURING EACH MEETING</p> <ul style="list-style-type: none">○ Start and end on time.○ Ensure that everyone reports, even those who arrive late.○ Choose a timekeeper.○ Encourage everyone to participate.○ Be a group member. Make, keep, and report your commitments.○ Have fun and celebrate success.○ Trust and follow the workbook. <p>AFTER EACH MEETING</p> <ul style="list-style-type: none">○ Contact and encourage members during the week.○ Evaluate yourself using the “Facilitator Self-Assessment” (page v).	<ul style="list-style-type: none">○ Prepare a lesson.○ Cancel meetings. If you cannot attend, please ask a group member to facilitate for you. <ul style="list-style-type: none">○ Teach or act as the expert.○ Speak more than others.○ Answer every question.○ Be the center of attention.○ Sit at the head of the table.○ Stand up to facilitate.○ Skip the “Ponder” section.○ Give your opinion after each comment. <ul style="list-style-type: none">○ Forget to update the stake self-reliance specialist on the group’s progress.