

Category	Question	Format	Polls	Duration (minutes)	END Running time
Introductions		Plenary		10	10
			<b>POLL #1: (REQUIRED):</b> Q: How long have you worked at Tiree?	5	15
General	Q1) What do you like most about working at Tiree?	2 Breakout groups, discuss, debrief in plenary		15	30
Training & Development	Q2) What types of ADDITIONAL TRAINING would you like Tiree to offer?	2 breakout groups, discuss, debrief in plenary		15	45
			<b>POLL #2: (OPTIONAL, IF TIME)</b> Q: What type of TRAINING do you prefer? (SELECT AS MANY AS APPLY)	--	45
General, career development	Q3) How could Tiree further support your career development?	Plenary	--	10	55
Benefits	Q4) What employee benefits are most important to you ... a) that you currently receive from Tiree? b) that you wish Tiree offered?	2 Breakout groups (OR if pressed for time, PLENARY), discuss, debrief in plenary		15	1 hour, 10min.
Work Environment & Relationship management	Q5) In this changing work environment, how can we continue to reinforce our relationships with ... a) our colleagues? b) our clients?	2 Breakout groups (OR if pressed for time, PLENARY), discuss, debrief in plenary		15	1 hour, 25min.
Closing & thanks			<b>POLL #3: (REQUIRED):</b> Q: In which area would you MOST appreciate CHANGES? (SELECT ONE)	5	1hour, 30min.
<b>TOTAL TIME:</b>				<b>90</b>	

\*NOTE: Polls will be conducted (to add a quantitative component to the focus groups) only if time allows.