# Guidelines for writing a “Workshop” proposal 14th European Forest Pedagogics Congress in Latvia, 2019

*The deadline for proposals is March 1st, 2019. The organizing institutions and the FCN-Forest Pedagogy Subgroup will choose an interesting and diverse selection of workshops from the proposals. Any questions concerning the proposal should be sent to Renāte Ribaka, Latvia’s State Forests, r.ribaka@lvm.lv.*

**The workshops will be arranged in Riga July 2nd, when the teachers from primary and upper secondary school will participate in the workshops together with the congress participants to create new methods and approaches to forest pedagogy.**

**General requirements for the workshop:**

* It’s recommended that the workshop contributes to the motto of the congress “DESIGNING BRIDGES BETWEEN FOREST AND SCHOOLS”.
* It shows innovative best-practice and discusses it, trying to develop it further.
* It gives impulses how Forest Pedagogy can be developed, for example by reaching new target-groups or offering new methods.
* It would be very appreciated if the workshop could be moderated by a teacher-forester tandem.
* It fulfils the objectives of Education for Sustainable Development (ESD) and should be in accordance with the competences of ESD.
* It lasts for 2 hours.
* It has a place for 20-25 participants.
* The outcome/result/summary of the workshop should be exhibited afterwards to all the participants in the form of poster/story board/collage.

*(Please note: you have to bring all the equipment/materials needed for your workshop with you. Only in exceptional circumstances the congress organizer will provide equipment/materials.)*

**Required information about the workshop (proposal form is online):**

1. A short title (not more than 15 words, one line).
2. Information about the presenter (name, organization).
3. A short description of the content - what is the subject and what are the objectives of the workshop? Why is the topic important and relevant to Forest Pedagogy? What will participants know or be able to do as a result of this workshop?
4. Format - short description of the workshop-format (inside or outside, discussion workshop, activity, game or something else, special requirements for materials). The participants should be given an idea of how and where they will be actively involved.
5. Location of the workshop.
6. Number of participants (at least/maximum).