





Ministry of Forests
Forest Practices Branch

# Acknowledgements

Thanks are extended to Ken Zelke and Bryce Bancroft of Symmetree Consulting Group Ltd. and Frank Barber of the Ministry of Forests, Forest Practices Branch. TM Communications is gratefully acknowledged for final editing, design and production. Funding for this course material was provided by Forest Renewal BC.

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## Instructions to the Facilitator

### How to Use this Guide

You have been contracted to communicate the information included in this facilitator's guide to workshop participants. You must have the approval of the Ministry of Forests contact person before adding information or changing any portions of the intended message of this workshop.

The success of any workshop will depend on how well the facilitator selects activities to communicate the intended message to the participants. This guide is a complete package and should address the needs of most audiences. However, the care and thoroughness with which you plan and prepare for each workshop will make the difference between a mediocre and a successful event. Please review these materials carefully and enjoy your role in the learning process.

This guide is designed to help you prepare for and deliver this workshop.

The Workshop Introduction contains general information on the background, objectives, target audience and format for the workshop. Please read this information to ensure that you understand why and how this workshop was developed.

Lesson plans at the beginning of each lesson provide learning objectives, suggested delivery techniques and specific equipment and material requirements that you will have to coordinate. Each lesson contains explanatory information and copies of required overhead transparencies.

The participant's workbook has been created from the facilitator's guide. You should also review the workbook and become familiar with that material and the way in which it is presented.

## **Workshop Introduction**

### **Purpose**

The main purpose of this workshop is to provide participants with an overview of planning and operations for commercial thinning programs and projects through clarification of the use, intent and requirements of the *Commercial Thinning Guidelines* and associated legislation and regulations under the Forest Practices Code.

## **Specific Learning Objectives**

Participants will:

- ▲ be introduced to the concepts and principles of commercial thinning
- ▲ learn the strategic purposes of commercial thinning
- review the basic conditions for using commercial thinning as an appropriate forest management tool
- ▲ learn to select, evaluate and rank stands for commercial thinning
- ▲ learn the main points of commercial thinning contract administration.

## **Target Audience**

This workshop will be of interest and use to industry, government and consulting personnel responsible for preparing, implementing or monitoring prescriptions and contracts for commercial thinning.

#### **Format**

This commercial thinning workshop consists of six lessons. This workshop has been designed to cover one day but it could be expanded, where required, to two days during the field season for an audience with advanced needs for program and operations details. The facilitator's guide and participant's workbook include appendices of useful reference documents that provide an expanded foundation for program planning and project operations. The review and discussion of the appendices could be combined with a half-day field trip to view active operations or treated stands showing response.

Depending on the backgrounds and information needs of the participants, you, as the facilitator, may wish to minimize or even eliminate some of the lessons in the guide in order to concentrate on more relevant sections of the course to better meet the participants' needs. The time allotments for each lesson are suggestions for covering the entire course in seven hours. Note that the appendices include useful background information that has significant value for the participants, either as part of the workshop or as reference material for later use.

Various instructional techniques can be used to achieved the workshop objectives, including:

- ▲ lecturettes
- ▲ case studies
- ▲ group exercises
- class discussion.

Participant involvement throughout the workshop should be the focus. The role of the facilitator is to direct discussions and clarify points. Maintaining tight control over time during the exercises is an important task.

#### Materials

Materials included with this guide include:

- ▲ overhead transparencies for all lessons
- ▲ participant's workbook
- ▲ references.

The workshop is designed for a maximum of 20–24 participants per course. Including more participants may make the group difficult to manage and will reduce the value of the learning experience for everyone.

#### **Facilitators**

This workshop is designed to be delivered by one facilitator, who should be very familiar with the subject matter.

#### Instructions

Read through all of the materials in the facilitator's guide carefully and ensure that you are comfortable with the flow and the materials for all the workshop exercises. If you have any questions, please ask the Ministry of Forests contact person.

You should also review the following references:

- △ Commercial Thinning Guidelines, April 1999, Ministry of Forests
- ▲ Technical references included with facilitator's guide