

**Tips:**

Start with the descriptive and/or positive. Remember that there will be plenty of time in upcoming groups to discuss barriers, difficulties and problems.

If this brochure corresponds with the beginning of your group, make sure that you make the time to address any "housekeeping" issues such as the time and place your group will meet, how many sessions, attendance expectations and ground rules.

It may be difficult to keep participants from jumping ahead and seeking extended discussion of particular topics. If this happens, reassure participants that attention will be given to these issues as the group progresses.

**Outcomes:**

By the time you are finished covering Brochure ①, group members should:

- a) have a clear understanding of the range of issues that will be covered by the Brochure Series and/or by the group over time, and know what to expect in this regard.
- b) have a shared set of terms that they will be able to use in future group meetings.
- c) have had an opportunity to begin to share with each other some of their thoughts and /or feelings about work in their own lives.