

Background and Instructions for Think.COOP

Training for Participants

Overview of the Our.COOP Programme

The Our.Coop training package, developed collaboratively by the Decent Work Team Bangkok and the Cooperatives Unit of the Enterprises Department of the ILO, guides participants in the conception, establishment and management of cooperatives. Participants are invited to select the training package which best fits the current state of their cooperative and matches their exact needs.

As an approach to training, Our.Coop is unique in that the programme is built around a peer-to-peer, activity based learning method. With the support of an external facilitator, participants work together through the activities and exercises. New knowledge, skills and competencies are developed through the interactions between participants and sharing of existing local knowledge and experience.

The Our.Coop training tool set consists of three packages in total, corresponding to different stages in the life of a cooperative – conception, establishment, and management.

- **Think.COOP:** Understanding the cooperative model, its specific benefits and challenges, and making an informed decision about the suitability of the cooperative model.
- **Start.COOP:** Identifying core members, defining the business idea, researching its feasibility, preparing the business plan, and deciding on an organizational set-up.

- **Manage.COOP**: Improving governance and leadership practices, and learning about open communication, conflict management, financial management, human resources management, as well as business and market growth strategies.

Instructions for Participants of Think.Coop Online

Materials

Think.Coop Online is composed of the following materials:

- 1) Pre- and post-training surveys
- 2) PowerPoint presentation with main content and exercises
- 3) Guidance note for facilitator
- 4) Guidance note for participants

Requirements

In order to participate in the online training of Think.Coop, the participants will need:

- 1) A computer, laptop or smartphone
- 2) Good internet connection
- 3) Access to ZOOM or similar software that allows for virtual interaction

Duration

The training is scheduled for 120 minutes.

Getting Started

The style of this training is different to traditional education approaches as it is based on peer-to-peer learning and hence the importance of your active participation during the training.

You will work in teams of 4-5 people. An external facilitator will guide you through the different sessions. You will work online together as a team and will follow the instructions of the facilitator. Before you begin the training, follow the simple steps below.

- 1. Understand the role of the facilitator**

The external facilitator is not equal to a teacher or an expert. The facilitator navigates the training, reads to the group and ensures everybody participates in discussions. The facilitator will also flag when the time for an exercise is over.

2. Schedule the online sessions

Together with the facilitator, decide on a date and time for holding the online session.

3. Fill out the [pre-training knowledge survey](#).

Please complete the pre-training survey before you start the training. Your information will be kept confidential and will only be used to improve the training.

4. Participate in the online training

The facilitator will send you a link to the online Zoom meeting. Log in the Zoom meeting as scheduled. The facilitator will share the screen with you, so that you can see the PowerPoint presentation. Interact with other group members and the facilitator as much as possible.

5. Fill out the [post-training survey](#)

Please complete the post-training survey. Your information will be kept confidential and will only be used to improve the training.