



CPD Module 2 Lesson Plan: Unconscious Bias

| Description of the Learning Activities | Timing (minutes) | Materials/ Equipment Required | Assessment/ Evaluation |
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| <p><u>Workshop Opening:</u></p> <ul style="list-style-type: none"> Begin by welcoming the participants and introducing everyone. Explain the purpose and learning outcomes of the training. Have the group form pairs and identify one thing they have in common and one thing they don't. Encourage them to discuss their findings and observe their emotional reactions during the conversation. | 20 minutes | <p>Training venue with IT equipment for all participants as necessary</p> <p>Flipchart and markers;</p> <p>Sign-in sheet;</p> | Participants will engage in all group activities |
| <p><u>Activity 1: Introduction to unconscious bias</u></p> <p>The goal of this activity is to get participants acquainted with unconscious bias in workplace and its effects through active participation.</p> <ul style="list-style-type: none"> Split participants into groups of four. Give each group a piece of paper and a pen. Show the Powerpoint presentation. At every question give the groups 5 minutes to discuss. After that have the groups share their answers and facilitate the discussion. | 60 minutes | <p>IT equipment</p> <p>Flipchart and markers;</p> <p>Pens and note-taking materials for participants</p> | Participants will engage in all group activities |
| BREAK | 10 minutes | | |
| <p><u>Activity 2: Affinity bias</u></p> <p>The goal of this activity is to get participants to think about how diverse is their inner circle of people they trust and what are the implications of it.</p> | 30 minutes | <p>IT equipment</p> <p>Flipchart and markers;</p> | Participants will engage in all group activities |



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| <ul style="list-style-type: none"> • There are different ways of how to approach this activity. See Unconscious Bias Exercise from Diversity Consultant Scott Horton - YouTube and Affinity Bias Exercise - YouTube • After the exercise, lead a discussion about affinity bias and its impact on diversity in organisations. | | <p>Pens and note-taking materials for participants</p> <p>You can print activity sheet.</p> | |
| <p><u>Activity 3: Let's talk about stereotypes</u> The aim of this activity is to get participants to become aware of their stereotypical beliefs and to challenge these beliefs through discussion.</p> <ul style="list-style-type: none"> • Give participants 10 minutes to think about the ideas they have about a particular social group. You can choose the group you want them to explore their stereotypes about or let them decide for themselves. Have them write down their beliefs. • Have each participant share one of the beliefs on their list. Have the other participants respond to it: <ul style="list-style-type: none"> ○ Do they have the same belief or do they think the opposite is true? ○ Have they had experiences with people from this group that refute this belief? ○ Is there anyone in the group who has personal evidence that supports or challenges this belief? • Lead a short discussion to conclude this activity. You can use some of the following questions: <ul style="list-style-type: none"> ○ How might our limited contacts or interactions with people from the stereotyped group have contributed to our beliefs? | <p>60 minutes</p> | <p>IT equipment</p> <p>Flipchart and markers;</p> <p>Pens and note-taking materials for participants</p> | <p>Participants will engage in all group activities</p> |



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| <ul style="list-style-type: none"> ○ How might our stereotypical beliefs limit the opportunities or potential of people from the stereotyped group? ○ How do these stereotypes affect the overall diversity and inclusivity of your organisation? | | | |
| <p>BREAK</p> | <p>10 minutes</p> | | |
| <p>Activity 4: Let's change our behaviour It is important that participants learn that while we all have unconscious biases, there are things we can do to minimise the impact of these biases. The aim of this activity is for participants to get ideas on how to change their behaviour to minimise their unconscious biases.</p> <ul style="list-style-type: none"> • Show the group the slide with the tools for changing behaviour. Go through all the tools so they understand them. • Ask participants to form small groups and let them come up with ideas on how they can use these tools in their workplace. Encourage them to come up with more strategies. Encourage them to come up with more strategies. • Let the groups share their ideas with the others. | <p>60 minutes</p> | <p>IT equipment</p> <p>Flipchart and markers;</p> <p>Pens and note-taking materials for participants</p> | <p>Participants will engage in all group activities</p> |
| <p>Workshop Closing</p> <ul style="list-style-type: none"> • End the workshop by asking the participants some of the following questions: <ul style="list-style-type: none"> ○ What is your key take-away from this workshop? ○ What was interesting and new for you? ○ Did you learn anything new about yourself? ○ What is your view on unconscious bias now? | <p>20 minutes</p> | <p>IT equipment</p> | <p>Participants will engage in all group activities</p> |



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| <ul style="list-style-type: none">○ How will you apply in your workplace what you have learned today?○ How was this workshop for you? What did you like and what did you not like?• Briefly summarise what you have learned in this workshop and thank the participants for their participation and efforts to work towards a diverse and inclusive workplace. | | | |
| Total duration of the lesson | 4.5 hours | | |