1. REFLECT (First 10 minutes)
Each person, write about your experience.

Think of a time when you felt someone underestimated you or your performance. Or, alternatively, a time when you underestimated another. Why do you think this happened?

What strategies could help you avoid this in the future?

2. SHARE (For the next 10 minutes)
Now pair up. Share your reflections on bias with your partner. What challenges are you facing regarding bias? What strategies could help you navigate these challenges? How would using these strategies affect decision-making? After 5 minutes, switch and let your partner share. Stick to the allotted time so everyone gets a turn.

3. DISCUSS (For the next 15 minutes, as a group)
Each person, share one key take-away or reflection from this education module.

If time permits, select one situation where bias affects decision-making that you would like to discuss further. Then have group members share strategies they have used to address bias. For this discussion, share experiences, do not give advice.

4. ACTION (For the final 10 minutes)
Pick One Action you will do after the meeting. Imagine what, where, when and with whom it will happen. Each person share the One Action with the group. Plan to report back at the next meeting.

One Action: