



Make the most of your Knowledge Café!

Knowledge Cafés are hosted discussions involving up to 10 people seated at one roundtable. They seek to foster mutual understanding; explore areas of common interest; and provide a forum to network, share experiences, and explore partnerships. Up to 13 Knowledge Cafés will be held simultaneously in Room 114 on the first floor of the Convention Centre every day during the Forum.

An IUCN staff member will be available on site to provide assistance and respond to queries. Any questions prior to congress should be sent to CongressForum@iucn.org

Here are some suggestions for making your Knowledge Café a success:

1. Introduce your 'conversation host' to participants, i.e. the chair or facilitator.
2. Agree with participants on how to have a great conversation. The qualities might include:
 - Open-mindedness: listen to and respect all points of view
 - Acceptance: suspend judgment as best you can
 - Curiosity: seek to understand rather than persuade
 - Discovery: question old assumptions, look for new insights
 - Sincerity: speak for yourself about what has personal meaning
 - Brevity: go for honesty and depth but don't go on and on.

(for more ideas see www.conversationcafe.org)
3. Articulate your purpose – why are you holding this Knowledge Café? What do you want participants to do differently at the end of the 90 minutes? Give participants a chance to introduce themselves and share why they are there as well.
4. Give people an idea of your 'agenda' for the discussion. Do you have several questions to discuss? Do you want their feedback, ideas, experiences etc? A sample agenda might include:
 - Introduction of host
 - Objectives of the Knowledge Café and expected outcomes/outputs
 - Introduction of participants and their goals
 - Key input (short oral presentation, case study, images, context, key questions)
 - Discussion or brainstorming, etc.
 - Summary and wrap-up with next steps

Or you might want to use a completely different, innovative format – be creative!
5. To manage your discussion and keep the conversation on track, consider using an object that people hold in their hand while speaking. No props or equipment are available on site!
6. As you are in a room with many simultaneous Knowledge Cafés, try to keep the noise level reasonable and be considerate of other conversations around you.
7. If you have too many people wishing to participate (i.e. more people than chairs), consider splitting the Knowledge Café into two 45 minute sessions. Make sure to tell people when to return for the second sitting and adjust your programme accordingly.
8. Inform people about your event! Upload information and related documents on the Data Management System in advance – this will be available to all participants via the web programme. Please note that all sessions at the World Conservation Congress are open to all participants. There is no way for people to register for your event in advance.