



3. Preparation for mapping session

In this step, the logistical coordinator and the main mapper prepare for the mapping and action planning session. This is the final opportunity to adapt the mapping session agenda. The lead facilitator will create an accompanying presentation to structure the mapping session. If institutions have provided information about their programs ahead of time (e.g. current program maps, labor market information, high school master schedule, and any other desirable data) the main mapper inputs this into the template using LucidChart. If no information has been provided then blank maps should be printed.

The logistical coordinator will assemble the materials to share with the group on the day. These can include research tools and case studies, existing pathway maps, and examples of outreach materials created using the pathway mapping process.

Checklist

1. Finalize the [mapping session agenda](#)
2. If relevant, pre-populate maps using LucidChart
3. Create presentation (powerpoint/slides) for mapping session. The goal is to illustrate the why and the how of mapping and provide structure to the session.
4. [Select relevant pathway map examples to share](#) (optional to choose by sector, region or institution)
5. Select relevant resources to share ([example resource packet](#))

Print and Materials List

1. **Print posters for group work. Preference is for black and white, 36" x 48" posters (these can be created at most local print shops using oversized printers.)**
 - a. Pathway maps: one map per institution (include extra blank maps)
 - i. [Community College Pathway Map Template](#)
 - ii. [High School Pathway Map Template](#)
 - b. Action plans: one action plan per institution (include extra blank action plans)
 - i. [Action Planning Document](#)
2. **Print resources for packet (if applicable):**
 - a. Agenda
 - b. Presentation slides
 - c. [Pathway map examples](#)
 - d. Relevant resources to share ([example resource packet](#))
3. **Materials to bring to the session:**
 - a. Markers
 - b. Post-it notes
 - c. Painters tape
 - d. Name tags
 - e. Sign in sheet: include contact info



Ready for Step 4!