

SEHG IN-PERSON WORKSHOP SERIES

Creativity: Thinking Outside the Box

Instructor-Led Workshop · Facilitator Kit

Complete facilitator kit for delivering the SEHG Creativity: Thinking Outside the Box workshop on site — training manual, instructor guide, slides, icebreakers, quick-reference sheets, and completion certificates.

WHAT'S IN THIS KIT

01 · Training Manual (participant workbook)

02 · Instructor Guide (facilitator script & timings)

03 · Icebreakers & Activities

04 · Presentation Slides

05 · Quick Reference Sheets (takeaway)

06 · Certificate of Completion

SEHG-CD-5599 · IN-PERSON WORKSHOP KIT

synergyeducationholdings.com

Creativity: Thinking Outside the Box

SYNERGY EDUCATION HOLDINGS GROUP · IN-PERSON WORKSHOP SERIES

About This Workshop

Welcome to the Creativity: Thinking Outside the Box workshop. Creativity allows individuals to view every aspect on earth, explore new paths, as well as find new discoveries that help to advance our consistently thriving world of business. Without creativity, we would only see what is visible to the eye. To evolve as a business, it is critical to look beyond what is visible and consider new ideas. When creativity is incorporated into daily workplace practices there is a strong increase in the opportunities for growth, engagement, and productivity. Creativity and innovation will turn ideas and dreams into reality. This course will provide you with informative tools and practical strategies that will help shape a creative workplace. Creativity plays a big role in building a positive work environment, one in which employees will feel confident in expressing their ideas. Be mindful that there is creativity in all of us. When this creativity emerges, powerful opportunities and advancements will happen.

Career Development course: Creativity: Thinking Outside the Box.

Workshop Objectives

- Define creativity
- Differentiate between creativity and innovation
- Work toward achieving the benefits of creativity for business success
- Successfully build a creative team and work culture
- Learn techniques for effective brainstorming
- Identify the stages of the creative process

Format & Delivery

- Instructor-led session, delivered on site or SEHG-hosted
- Includes participant workbooks, activities, and takeaway reference sheets
- Every participant receives an SEHG Certificate of Completion
- Pairs with the SEHG online Creativity: Thinking Outside the Box course for pre-work and reinforcement

Preparing & Delivering the Workshop

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Before the Workshop

- Review the Instructor Guide end to end — timings, scripts, and activity setup
- Print one Training Manual and one Quick Reference Sheet per participant
- Load the Presentation Slides and test the projector, audio, and clicker
- Choose 1–2 icebreakers from the kit that fit the group size and room
- Prepare blank Certificates of Completion for sign-off at close

Checking Out the Venue

- Adequate seating with clear sight lines to the facilitator and screen
- Projector compatibility, cables, and extension cords tested in advance
- Lighting that lets participants see you, their notes, and the screen
- Space for group activities, plus a table for handouts and materials

Closing the Session

- Recap the workshop objectives and each participant's key takeaway
- Distribute the Quick Reference Sheet as the on-the-job takeaway
- Present the SEHG Certificate of Completion to each participant
- Point participants at the paired SEHG online course for reinforcement

Book this workshop

Contact your SEHG program advisor to schedule this workshop for your team, or add it to any SEHG learning program as the in-person option.

SYNERGY EDUCATION HOLDINGS GROUP

Certificate of Completion

This certificate is proudly presented to

for successfully completing the SEHG in-person workshop

Creativity: Thinking Outside the Box

Awarded this ____ day of _____, 20__

Facilitator Name & Title



Synergy Education Holdings Group