## Managing Change: Session Plan

<table>
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<tr>
<th>Day</th>
<th>Session</th>
<th>Time</th>
<th>Activity</th>
<th>Notes</th>
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| 0   | Preparations: | | • Arrange to forward copies of the book, 'Who Moved My Cheese' to the participants ahead of the program, if possible.  
• Arrange room: seating in U-shape, name cards, OHP etc | Name cards |
|     |         |      |          |       |
| Day 1 - 0930 | Introductions-1 | 30 min | • Provide overview of the programme  
• List objectives  
• Ask participants to introduce themselves. Each member introduces self stating: Name  
Professional statement  
Personal statement  
What he hopes to learn from the program  
• Allow time for participants to write their name cards  
• Introduce the participants to the phenomena of change | OHS 1-2 |
| 2   | Bring out the various dimensions of change | 30 min | • Ask participants to write down one-line statements on Change – negative, positive, neutral….  
• Discuss the statements with the group | Flip chart  
Chart paper strips |
| 3   | Introduce the participants to the story | 30 min | • Take participants through the key messages of the book | OHS 3-11  
OHS 12-18 |
| 4   | Individual Exercise: Self Assessment | 30 min | • Ask participants to introspect on which character most represents the way they typically deal with change? And Why?  
• Ask for volunteers to share their thoughts  
• Take participants through key traits of each of the four characters in the story | OHS 19-23  
Flip chart |
| 5   | Individual Exercise: Self Assessment | 30 min | • Ask participants to identify their personal cheese and where are they looking for it  
• Follow-up with question on ‘if they are afraid of change’  
• Follow it up with a group discussion on individual choices | OHS 24-25  
Flip chart |
| 6   | Group Exercise | 75 min | • Break into four groups and give 45 min preparation time  
• Ask groups to focus on old mode of behaviour /functioning in their organisation and the transition to different modes of functioning to achieve the new goals. Ask them to highlight the process of change and the things they will do differently.  
• Group presentations followed with in-depth discussions. | OHS 25-29  
Flip chart |
| 7   | Individual Exercise: Self Assessment | Optional 30 min | • Process of Managing Change  
• Take the participants through the six step exercise | OHS 30-35  
Flip chart |
| 8   | Review and Conclusion | 5 min | • Explain preparations, objectives, story line, questions |
Who Moved My Cheese?

Managing Change
Program Objective

To provide you with a new and positive way of looking at change that works to your advantage
The Story

It is a story of four characters who live in a “maze” and look for “cheese” to nourish them and make them happy
It Is Our Story

The four characters represent parts of ourselves – the way we approach and look at situations in life – at work, at home, in relationships.
The Four Characters

Two are mice named “sniff” and “scurry”. And two are little people named “hem” and “haw” who are the size of mice but look and act a lot like us.
What Does Cheese Signify?

In this story “cheese” signifies whatever we want in life – a good job, relationship, health, peace of mind… and the “maze” is where we look for it.
Enjoying the Cheese

The four characters are happy in their daily routine of going to “Cheese Station C”, except that hem and haw begin to get complacent and think that the “cheese will last for ever”.
Getting Attached to the Cheese

Once we get our “cheese” we become attached to it. If we loose it or it is taken away, it can become traumatic.
The story moves on to show what happens to the characters when the “Cheese” has been moved to another part of the maze. Some are prepared for it and do well. Others are surprised and have a difficult time. As we watch what they do, we see a part of ourselves.
“Sniff” and “Scurry” move on quickly and find the “New Cheese”.

“Haw” after much difficulty is finally able to see what he is doing and laughs at himself. He moves on and finds “New Cheese” while “Hem” remains hemmed in by his comfort and fears and is left behind.
As “Haw” progresses through the maze looking for the “New Cheese”, he writes on the wall what he has learned about change, hoping his friend “Hem” will find his way.
The Writing On The Wall

Change Happens
They Keep Moving the Cheese
The Writing On The Wall

Anticipate Change
Get Ready For The Cheese To Move
The Writing On The Wall

Monitor Change

Smell the Cheese Often So You Know When It Is Getting Old
The Writing On The Wall

Adapt To Change Quickly
The Quicker You Let Go of Old Cheese
the Sooner You Find New Cheese
The Writing On The Wall

Change

Move With The Cheese
Enjoy Change
Savour The Adventure And Enjoy The Taste Of The New Cheese!
The Writing On The Wall

Be Ready To Change Quickly And Enjoy It Again
They Keep Moving The Cheese
Who Are You in the Story?

Which character represents the way you typically deal with change?
Is the “Sniff” Inside You Excited About The Change?

Can you see the early signs of change coming, before others are aware of it?
What Excites the Scurry” Inside You About Change?

Can you see what action is needed and take action immediately?
What About the “Hem” in You?

Do you hem & haw in a new situation and wish the change wasn’t happening?
Is the “Haw” in You Excited About Change?

Can you laugh at yourself for not wanting to change, then move on to explore the maze and come to enjoy the taste of New Cheese?
Having Cheese Makes You Happy

What is your Cheese and where are you looking for it?
What Would You Do If You Were Not Afraid?

Does Change frighten you?
What are you afraid of?
From Old Cheese To New Cheese

★ What Old Cheese are we holding on to in our organisation?
From Old Cheese To New Cheese

★ What could our New Cheese be?
From Old Cheese To New Cheese

🌟 How can we do things differently to find our New Cheese?
From Old Cheese To New Cheese

☆ How will we feel when we find our New Cheese?
Managing Change – Enjoying The New Cheese!

Imagine something that you would like to see happening at Work or in your Life.
Managing Change – Enjoying The New Cheese!

★ Feel yourself enjoying it.
Managing Change – Enjoying The New Cheese!

🌟 Write a description of the New Cheese you can imagine yourself enjoying.
Managing Change – Enjoying The New Cheese!

✨ Imagine what you did to make it happen.
Managing Change – Enjoying The New Cheese!

🌟 Imagine how you feel, now that you have made it happen.
Enjoy Your New Cheese!