**TROPICS INSTRUCTIONS FOR WORKSHOP SESSIONS**

**Developing Core Common Outcomes for Tropical Peatland Research and Management. 10th-11th July 2019. CIFOR, Bogor, Indonesia**

**Instructions for the participatory sessions**

**Reviewing and amending core outcome sets and outcomes. Done for each core area (60 minutes)**

In groups (may be done as a single group).

1. Each group is provided with core area worksheets. These worksheets list the proposed outcome sets and their related outcome measures. The content is from the Delphi survey you completed in preparation for this workshop.

**Outcome sets:** the idea of this step is to talk about sets you think are important or not important and why this is the case.

1. Review and discuss the information on the worksheet. Do the sets cover the key aspects of tropical peatlands?
2. If the answer to 2 is ‘no’ please add new sets on a blank worksheet. If you think a set should be renamed, add it to the blank sheet and note which set it should replace.

*Note:* Please don’t suggest removing anything at this stage – this step is done as a voting process after the workshop.

**Outcome (measures):** the idea of this step is to talk about the outcome measures that you think are important or not important *and* if they are associated with the right outcome set.

1. Review and discuss the outcome measures on the worksheet. Are they important? Are they associated with the most relevant outcome set? In principle an outcome measure could be in more than one set.
2. If the answer to 4 is ‘no’, please either add new outcome measures to the existing sets or add new outcome measures. Again, please don’t suggest removing anything at this stage.

**Contextual information:** the idea of this final step is to identify those outcome measures that you think provide contextual information.

1. Identify and outcomes that you think are contextual using the word ‘CONTEXT’ on the worksheet. We suggest you do this as you review the outcome measures.

**Timing:**

1. In each session there is 45 minutes to carry out the review and discussion.
2. Each group then feeds back to the session any amendments they have suggested. Others not in that group can make additional suggestions and they will be added. Each group has 15 minutes to feed back to the session.

*Note:* the sessions are going to be split differently. For carbon everyone will review the sets and outcome measures over two sessions. For hydrology and biodiversity, the review of sets and outcomes will take place in the same session. One group will review hydrology and the second will review biodiversity.

**Finalising the core outcome set: to be done via email.**

Based on the outputs from the workshop, we would like you to vote on the importance of each of the outcome sets and the outcomes. Because of time constraints and suggestions that may come out of the workshop, voting on the priority of outcomes and outcome sets will be done via email at a later date.