



YOU PART

Engage. Connect. Empower

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WORLD CAFÉ

FACTS

This method can be adapted for participants of different **ages**, including youth, adults or mixed-age groups.

The “World Café” can be conducted with small or large groups, typically ranging from **12 to 200 participants**, or even more in some cases.

The **duration** of a “World Café” session can vary depending on the objectives and available time. It can range from a few hours to a full-day event. Each round of conversation at the tables usually lasts around 20 minutes, but the overall duration depends on the number of rounds and additional activities.

In general, the “World Café” method is flexible and can accommodate various age groups, number of participants and durations based on specific needs and contexts.

GOALS

The “World Café” is an interactive method that promotes open conversations and collective intelligence within a large group. It creates a café-style atmosphere for focused discussions, rotating between tables. Visual representations capture ideas, fostering collaboration, encouraging exploration, and inspiring innovative solutions.

The main goal of the “World Café” method is to bring people together to share their ideas and perspectives in order to solve problems and create valuable outcomes. By creating a welcoming and interactive environment, the strategy aims to promote active engagement, build connections and deepen understanding among participants. It encourages diverse viewpoints to tackle complex challenges, explore new possibilities and work together to generate meaningful results.

ADDITIONAL INFORMATION FOR THE FACILITATOR

Facilitators of the “World Café” method may need additional information such as the event's purpose, target audience, objectives and desired outcomes. Facilitators would find it helpful to know the number of tables and seating arrangements for effective setup of the physical environment. This helps them guide the discussions, ensure focused conversations, manage time effectively, capture key insights, and create an inclusive and engaging environment for participants to contribute their ideas and perspectives.

TOPICS

The “World Café” method can be applied to a wide range of topics and areas of interests including youth engagement, political discussions, community development, organizational change, social innovation, education, sustainability etc. The "World Café" approach is adaptable and can be tailored to different areas where open dialogue, inclusive participation and the generation of shared knowledge and insights are desired.

MATERIALS

Facilitators of the “World Café” method may need materials such as flipcharts, markers, sticky notes, pens or pencils, and any required audiovisual equipment. Having printed copies of the central question or theme as well as supporting materials can also be useful.

PREPARATIONS

Preparation is necessary for the successful implementation of the “World Café” method. Facilitators need to plan the session, organize the physical setup, gather materials, and familiarize themselves with facilitation techniques to create a beneficial and well-structured environment for meaningful conversations.

INSTRUCTIONS

Step 1 – set up the space

Set up a café-like environment with small round tables, tablecloths, colored pens, and optional "talking stick" item.

Step 2 – welcome and introduction

Begin with a warm welcome and an introduction to the World Café process.

Step 3 – small-group rounds

Conduct multiple rounds of small-group conversations (around 4-5 people per table) with specific questions. Each round will last 5 - 10 minutes.

Step 4 – questions

Rotate participants to different tables after each round, either retaining a table host or briefing the new group.

Step 5 – harvest

Share insights and results from the conversations with the larger group, visually capturing them through graphic recording.

These instructions outline the main steps of the “World Café” methodology facilitating meaningful conversations, knowledge sharing and collaborative outcomes among participants.



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PROJECT PARTNERS



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