Workshop activities by functional category

Focus on	Category	Detail	Purpose	Should you include this?	Example
Players	Introduction		Welcome players and inform them about the game	Yes	Intro to what is to come
	Workshop	Practicalities	Make players feel happy and relaxed about the workshop ahead of them	Yes	Site issues, break times
		Structure and purpose	Explain what will happen during the workshop, and why	Yes, unless you want players to be innocent of what's about to happen	Timings and descriptions of workshop elements
	Warmup		Energize, disinhibit	Yes: judge how much of it is needed, depending on how unwarm/inhibited they are	Jump in, jump out[3]
	Impro basics		Familiarize players with improvisation	Yes: useful to get minds moving, even if players are already familiar with impro	Yes, and…[4]
	Group	Physicality	Get players accustomed to physical contact	Not needed in a no-contact game	Fingertips[5]
		Trust	Get players to trust each other	Yes if the game involves contact and/or is emotionally intense	Fall and catch[6]
	Practical	Out-of-game	Explain out-of-game requirements	Yes if these are unusual	Schedule, sleeping arrangements, food, travel, etc
		Expectations of play	Explain what sort of play designers are expecting from players	Yes if this isn't obvious, and isn't intended to be discovered during play	If cinematic grand gestures are desired, whether to play to lose, whether secrets are closed or open…
		Skills	Teach/practise a skill	Only if the game requires unusual skills that not all players will have	Dancing the tango, stage fighting
	Game mechanics	Safety	Familiarize players with safewords and safety policy	Always needed*	Cut and Brake[7]
		Rules/system	Explain rules and system (if any)	If these are simple and/or familiar, can just be a brief outline	Counting blows in combat
		Techniques	Teach/practise a technique	If any non-intuitive techniques are present	Alien greeting ritual
		Meta-techniques	Teach/practise a meta-technique	If meta-techniques are being used	Ping the glass[8]
Characters	Calibration	Mutual understanding of game world	Ensure players share each other's, and GMs', understanding of what the game world is like	Maybe not needed if game setting is very familiar	Discussion and scenes
		Mutual understanding of relationships	Ensure players share understanding of what their characters' relationships with other characters are like	Most needed when characters have been predesigned (by GMs or by players). Otherwise this will happen in the steps below	Discussion and scenes
	Character creation	From players' own ideas of what will fit into the game world	Players create characters under GMs' direction	Not needed if GMs or players have already designed the characters, wholly or partly	Explanation and facilitation
		Around a GM-designed skeleton	Players flesh out characters based on what GMs have given them, or what they've already designed themselves	Needed if GMs or players have only designed sketch/skeleton characters	Prelude
		Practical	Application of character-creation system/rules	If there are such rules	Explanation and examples
		Role exploration / definition	Developing player understanding of what their character will be doing in the game	Unless this is obvious, or players are to find it out for themselves during the game	Discursive or with scenes
	Character relationships	Building	Evolving relationships by agreement between players	Unless the characters are unknown to each other	Ball of yarn[9]
		Rehearsing	Acting out those relationships, to practise the feelings involved		Scenes
		Background filling-in	Playing out important past scenes to fill in details of the relationship		Hot seat
	Take-off		Transition players into the larp	If you want to help players 'get into the game'	Group meditation or ritual, see Slow take-off[10]