### EXERCISE 4: DESCRIBE AN ENERGY PLANNING PROCESS

#### GUIDELINES FOR COORDINATORS AND TUTORS

<table>
<thead>
<tr>
<th>Objective</th>
<th>Putting together the knowledge gained during the workshop.</th>
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<tbody>
<tr>
<td>Suggested focus question</td>
<td>How do we make, assess, manage and monitor an energy programme/plan for the area xxx?</td>
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| Suggested steps            | 1) Tutors briefly present the exercise, distributing the guide for students (15’)
                              2) Students form groups of 3 to 5 people (better if from different disciplines/backgrounds) and determine a hypothetical context based on the examples of preliminary focus questions provided (30’)
                              3) Students should imagine the contents of the energy plan/programme, and the process of its elaboration and implementation, and describe all this with a concept map. Students can use the ENEPLAN Cmap as a guide, example or starting point (3h 15’)
                              4) Groups present their maps and discuss them (1h)
                              5) Groups improve their maps based on the discussions and prepare to present them in a plenary, if foreseen (1h) |
| Equipment needed           | Laptop or desktop PC with Cmap Tools software installed
                              Internet connection
                              Hard copies of the guide for the students |