

Simulation Specification

(Fill in as much as possible – include uncertainties, but note them as such)

1. Purpose of Simulation:

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.....

e.g. "To make *(name or type of group)* aware of the range of challenges, the attitudes and behaviour of other stakeholders and the skills and strategies needed for success when undertaking *(short description of activity)* in *(short description of political, operational or business environment)*"

2. Participants

General Background: _____

Nationality or Similar Relevant Information: _____

Educational Level and Qualification Areas: _____

Previous Experience (indicate range if varying): _____

Numbers to be Trained: (a) Immediate Term: _____ (b) Ultimately _____

What do they see as the 3 main challenges to them as individuals within the overall concern expressed in Question 1 above?

(a) _____

(b) _____

(c) _____

What do they see as their main strengths? _____

What do they see as their main weakness? _____

3. Activity to be Simulated

Nature of Activity: (be as specific as possible): _____

Objective of Activity: _____

Environment in which activity is conducted: _____
 (Social, Business, Cultural, Political etc.)

Dimensions of Activity (Give ranges if uncertain):

Financial (e.g. annual Budget or Turnover): _____

Human Resources Involved: _____

Time Aspects (One-off, Repeated, Durations etc): _____

Any Other Relevant Factors: _____

What would success look or feel like? _____
 (Be descriptive, include uncertainties)

What Factors could lead to Success? _____
 (Be descriptive, include uncertainties)

What Factors could lead to Failure? _____
 (Be descriptive, include uncertainties)

3. Boundaries - Human

Who or what controls the extent, nature and conduct of the activity (e.g. Government Departments, Regulatory Bodies, Trade Associations, Informal Groups (legal and Illegal) etc. and how do they do so?

Controlling Agency	Nature of Control
1 _____	_____
2 _____	_____
3 _____	_____
4 _____	_____
5 _____	_____
6 _____	_____

4. Boundaries – Natural

What physical or environmental constraints control the extent, nature and conduct of the activity (e.g. climatic conditions, geographical features, location etc) and how do they do so?

Controlling Factor	Nature of Control
1 -----	-----
2 -----	-----
3 -----	-----
4 -----	-----
5 -----	-----
6 -----	-----

5. Boundaries – Social, Cultural and Economic

What Social, Cultural or Economic Factors control or limit the extent, nature and conduct of the activity (e.g. customs, taboos, norms of behaviour, religious beliefs, availability or otherwise of capital, loans etc.) and how do they do so?

Controlling Factor	Nature of Control
1 -----	-----
2 -----	-----
3 -----	-----
4 -----	-----
5 -----	-----
6 -----	-----

6. Direct Stakeholders (some stakeholders may appear in more than one of the categories below)

Who is directly affected by the activity? _____
 (i.e. Who benefits or suffers directly
 depending on whether it goes well or badly) _____

Who supplies Goods and Services for the Activity? _____
 (Be descriptive) _____

Who receives Goods or Services from the Activity? _____
 (Be descriptive) _____

How would they cope if this Activity did not exist ? _____
 (Be descriptive) _____

Who are the 3 most important Direct Stakeholders? 1) _____ 2) _____ 3) _____

7. Indirect Stakeholders (some stakeholders may appear in more than one of the categories below)

Who supplies the suppliers of the activity? _____

Who benefits indirectly from the success of the business? _____
 (e.g. Government through taxes
 Local shops via spend of activity's employees) _____

Who is interested ethically (or for non-profit reasons) in how the Activity is conducted?
 (e.g. Non-Governmental Organisations, Local and International)

Organisation	Why Interested?	Could they give support or advice?
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

(Add as necessary)

What Media (Newspapers, Television etc.) are ?

Medium Identity	Sympathetic (Yes/No)	Why are they interested?
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

8. The Future

How long could this activity go on for? _____

How could it develop with time, either in nature or in scale or both?
 (Be optimistic!)

9. Challenges

What are the 3 top challenges (problems or opportunities) associated with making this Activity a Success?

	Nature of Challenge	Why it's a Challenge
1.	_____	_____
2.	_____	_____
3.	_____	_____

10. Any other information that just might be relevant

Empty box for additional information.