**Session 4.3-Instructions for small group work**

Designate group members to fill the following roles:

* + One Chief of Party- to make a final decision when the group comes to an impasse.
  + One graphic guru- to distinguish elements of the TOC in the electronic diagram and create a color/ shape key.

**Handouts and Tools for this exercise:**

* Handout 4.3 TOC key.

1. Make sure each level of the TOC is shaded a distinct color.
2. Make sure outcomes produced by other actors, assumptions, and rationales stand out in shape and or color.
3. Make sure linkages across TOC pages are clear.
4. Use shading, borders, text or other graphic elements to highlight any other distinct features in the model.
5. Create a key for all color and shape coding.