Design Worksheet #2

Build the Scenario

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Use this worksheet to you plan, outline, and design your scenario. Create a solid, believable scenario that meets your objectives, but don't get hung up on it. Time is better spent designing great questions and an approach that will engage all players in an interactive dialogue.

Step 1: Create a work plan. Work plans spell out the tasks that your working group needs to complete, designates these tasks to the right members, and identifies any information, resources, tools, or equipment required to complete the task. Setting target dates help keep tasks moving at a steady pace and ensures that they are completed in a reasonable time frame.

Working group name	Lead (from Exercise Development Team)
Scenario	

Tasks & sub-tasks	Responsible group member	Target date	Notes
Task 1:			
Task 2:			
Task 3:			

Step 2: Background information for the scenario.

Question	Answer
When did your most recent drought occur? What was its severity and duration?	
What is your drought of record? That is, what is the worst drought, in terms of severity and duration that has been recorded in climate or hydrologic data?	
What were the priority impacts that you addressed in *Foundation Worksheet #4: Define the Scope*? In your research, did you find any other impacts that surprised you or that were particularly difficult to manage?	
What did your exploration of related information reveal that could help you focus the scenario?	

Task 2: Design the scenario components.

a. Outline the narrative. An easy way to accomplish this and ensure that you don't forget key information is by writing down short responses to questions below.

Question	Answer
What is the length and severity of the drought that you want to depict in the scenario?	
How fast does the drought develop?	
Where does the drought take place?	
In what season does the drought begin, peak, end?	
What are the relevant weather and hydrologic conditions?	
Who and what does the drought affect?	
How will participants find out about the drought?	

b. Identify the events. Create an event list by completing the table below. Basing the events on your priority impacts will make them relevant to your participants and ensure that you meet exercise objectives (see *Foundation Worksheet #5: Set the Goals and Objectives*).

Event #	**Event Description** What is the situation or problem that you want participants to address?	**Corresponding objective** What objective does this event help you achieve?	**Expected participant action** What will participants do to respond to the event?
1			
2			
3			
4			
5			

c. Add the technical details. Create an event list by completing the table below. Basing the events on your priority impacts will make them relevant to your participants and ensure that you meet exercise objectives (see *Foundation Worksheet #5: Set the Goals and Objectives*).

Event #	Supporting details What information, maps, or charts that participants will participants need to aid decision-making during the exercise?	Source Where will you get this information? Is it readily available or will you need to create a product or model data?
1		
2		
3		
4		
5		

Task 3: Set the guidelines.

    a. Timeline. Outline how your scenario will unfold by complete the table below.

	Time point	Drought intensity
Timeline of events		
Event #	When during the drought scenario does this event occur (year, month, or season)?	What is the severity level of the drought when this event occurs?
1	What is the length and severity of the drought that you want to depict in the scenario?	
2	How fast does the drought develop?	
3	Where does the drought take place?	
4	In what season does the drought begin, peak, end?	
5	What are the relevant weather and hydrologic conditions?	

Task 3: Set the guidelines.

b. List the assumptions and constraints of the exercise. Use the category prompts on the table below to help you identify any implied facts or limitations of your exercise that you will need to communicate to participants and consider when interpreting the evaluation results.

Assumptions & Constraints	
Participants	
Scenario	
Expected participant actions	
Policies, compacts, or laws	
Time	