



**OLLI Study Group Worksheet: Fall 2024 (Sept - Dec) start date Worksheet deadline: *DUE Friday, May 24, 2024***

**STUDY GROUP DELIVERY:** (circle one) *In Person\** *Zoom*

Name of Study Group \_\_\_\_\_

Facilitator \_\_\_\_\_

*(if more than one facilitator, please complete additional information on second page)*

Email address \_\_\_\_\_

Postal address \_\_\_\_\_

Phone \_\_\_\_\_ (home) \_\_\_\_\_ (cell)

Facilitator bio \_\_\_\_\_

Have you facilitated an OLLI Study Group before?  Yes  No

Is this a new or repeat OLLI Study Group?  New  Repeat

**Study Group description (please include any required book purchases or pre-study group assignments):**  
*(please limit to 100 words; attach separate sheet if necessary)*

**Day:**

- Monday  Tuesday  Wednesday  Thursday  Friday

**Please Write in your preferred time slots:** *In person groups are usually scheduled anywhere from 1 hour 45 min to 2 hour 15 min. Zoom sessions are usually 1 hour 30 min to 2 hours 15 min.*

**1<sup>st</sup> choice** \_\_\_\_\_ **2<sup>nd</sup> choice** \_\_\_\_\_

**Location preference:**

\_\_\_\_\_ Peoria Next \_\_\_\_\_ Goodwill Commons \_\_\_\_\_ Other location \_\_\_\_\_

Dates: \_\_\_\_\_ to \_\_\_\_\_ Number of Sessions: \_\_\_\_\_

Date and Time Flexibility:  My dates and times are flexible  I must have these dates and times

Minimum Group Size: \_\_\_\_\_ Maximum Group Size: \_\_\_\_\_

**Course technology:**

*Please consider your needs carefully, as we are unable to fulfill any last-minute requests.*

- I will supply my own laptop
- I need a Laptop computer
- Speakers for computer
- Whiteboard / chalkboard
- Projector & screen

Other: \_\_\_\_\_

**OR**

**We will provide Zoom links for online groups**

- I would like to schedule a Zoom practice
- I do not need to schedule a Zoom practice

**Additional Study Group Facilitators:**

*(Attach separate sheet if necessary)*

Name \_\_\_\_\_ Date of Facilitation \_\_\_\_\_  
Phone (h) \_\_\_\_\_ Phone (c) \_\_\_\_\_  
Email \_\_\_\_\_  
Address \_\_\_\_\_

Name \_\_\_\_\_ Date of Facilitation \_\_\_\_\_  
Phone (h) \_\_\_\_\_ Phone (c) \_\_\_\_\_  
Email \_\_\_\_\_  
Address \_\_\_\_\_

**Please return form to: Catherine Lawless, Associate Director, Continuing Education, Bradley University**

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*Questions? Please call Bonni Whalen or Catherine Lawless at 309-677-3900*