

100% Consensus

Information Processing: Organizing and Integrating

PROCESS

- In a group of six or fewer, invite someone to volunteer to be a facilitator and someone to be a scribe.
- Define the facilitator's role as calling on people and keeping the process intact. The scribe's role is to chart exactly what each person says, then make the exact corrections requested by subsequent group members.
- The facilitator poses a question such as what should be the role of the project leader or how shall we define completion.
- In round-robin fashion, members are called on to contribute one sentence, which is recorded word for word by the scribe.
- Before the process is complete, both the facilitator and scribe can have someone briefly take their roles while they contribute a sentence.
- When all sentences are charted, the facilitator asks, ““Is there anyone who cannot live with the first sentence?””

cont.

- Members may raise their hand and offer different wording for parts of the sentence. Without consultation, the scribe scratches out the original and adds the new.
- The facilitator asks again, “Is there anyone who cannot live with the first sentence?” The process continues until no more changes are suggested for the first sentence.
- The facilitator repeats the process for the second sentence.
- The process is repeated for all the remaining sentences.

ALTERNATIVES

- For larger groups, have subgroups work on the same task. Report results to the full group, then have the scribes draft a statement containing all the words of the several versions.

TIPS

- Schedule a couple of hours for this strategy.
- Don't wordsmith. Request corrections only if the corrections refine the meaning.
- Do not go along with something you are uncomfortable with.
- This will go slowly at first. About midway through it will pick up speed.