Facilitator Hints

• Try to speed up voting in cases where there appears to be no discussion.

• Try to identify early glitches in interpretation so as to sharpen the discussion and save time. Glitches recur and the facilitator will not be highly regarded if he does this too late in the process.

• Try to accelerate the vote on the "reverse" question, especially when there is a strong no on the direct question.

• Don't keep asking if they want to take a vote. (Vary the style)

• Don't ask them to stop talking at the same time. Invite one to talk, then invite someone else.

• Be wary of early diversion from scope of exercise that weakens overall plan for the process.

• Don't ask the group to decide whether you should read the statement or not. (Behavioral point)

• Be sure to handle all clarification issues as they arise, making sure we are all satisfied.
Can we put in software the capability to enter the vote?

Meeting of NCGA LRP Comm tomorrow.

(Note: This meeting refers to a CIM client in early years of Center for Interactive Mgt, at Univ. of Virginia. NCGA (National Computer Graphics Assn) LRP (Long Range Planning)