

Appreciative Inquiry Activity Card

There is no time slippage you need to hold the space to time without appearing to rush people

00.00 – 00.10

CHECK-IN

GUIDANCE

- Welcome people to the table as they arrive – introduce yourself
- Share rules of engagement which are; one voice at a time/no interrupting/no phones/listening with grace/suspending voices of fear, judgement and cynicism
- Ask them to write their first name on one side of the name card, and one word about how they feel about being here, on the other side of the name card. Suggest you go first that will give a benchmark about time
- This will give you a temperature check

00.10 – 00.55

DISCOVERY/STORIES : Insert specific Discovery question

Read it out loud

TIMINGS:

- **30 minutes** to hear from everyone, about 2 minutes each
- **10 minutes** to get the themes including the 3 most significant
- **5 minutes** to agree the 'I' statements

GUIDANCE

- You need to hold this space, keep people focussed on the question if you don't get a positive personal story you need to dig a bit deeper, equally if you feel that you have been given a superficial response you can ask 'what more could you share with us about that?'
- You will get the statements in draft on paper in the first instance and then record them on the chart when the group are working on the DREAMING visions
- **In addition write onto the chart the 3 significant themes that you heard separate to the statements. This will be important at all of the following stages. Make sure that you check out they are happy with the themes before you get to the poster and make sure that you use their words**

00.55 – 01.30

DREAMING/HOPES: What if you could be collectively ambitious about replicating this influence and impact moving forward? This should be ok for most inquiries

TIMINGS

- **5 minutes** to get the groups sorted, join the table members into 3 smaller groups, 1,2,3, etc. and brief the task
- **4 minutes** to explain that the Dreaming/Hopes part of the process is about building on the best of now, it is not blue sky thinking
- **15 minutes** for them to create their visual (each small group will have an A5 sticky label)
- **2 minutes (no more than 10 minutes in total)** per small group to share their dream/hopes/vision, followed by the rest of the group agreeing what one word sums up the essence of the vision – **Post visuals onto chart and record key words next to them**

GUIDANCE

- Each group will have a guidance card which will be specific to one of the three areas

- It will include the text below:

Think about the stories you have just heard – how do the 3 key words from the Discovery conversation relate to:x

What visual image would illustrate this as a vision for the future?

The visual image you create must reflect the conversations and the 3 key words at the Discovery stage and how they apply to:x

- **This is the space for you to step back and let them get on with it and use the time to write up the 'I' statements from DISCOVERY**
- After they are all up ask each group to talk through their vision
- Then ask the rest of the group to say what word they think best describes the vision and record this on the chart

Write the 3 significant themes from DISCOVERY and the 3 descriptive words from DREAMING onto a 4th chart in big print and have this visible.

01.30 – 02.30

DESIGN/PLANNING: *Stand in that future, what is happening that is embedded/different/measurable?*

TIMINGS

- **10 minutes** for 3 mini brainstorms – you lead this.
- Issue activity card
- **10 minutes** for the sorting
- **25 minutes** for each group to get their 3 statements
- **10 minutes** to get the statements onto the poster
- **5 minutes** to review in the wider group

GUIDANCE

- The whole table will respond to each of the 3 questions, you will have 3 prepared flipcharts
- Get someone to keep time on their phone, 3 minutes per mini brainstorm – a true brainstorm, get everything down. They will sort into clusters (see activity card)
- Give the completed charts to the group that was looking at the specific area at DREAMING. Explain that what you want them to do is sort the output into very specific statements
- You will have 3 cards one for each group to reaffirm what they are being asked to do
- FYI An example of a specific Design statement would be: 'We are having productive meetings, everyone has to take a turn to comment when they are ready, there is no interrupting, no laptops or phones'

02.30 - 03.00

DESTINY/ACTION: What are the top 3 specific actions that you as a group believe you can personally impact where you are?

TIMINGS

- **3 minutes** to set the scene by explaining this is about what they are willing to commit to doing as a result of being here (see Guidance)
- **20 minutes** to decide on their 3 actions per group and record on the sticky labels and stick on their poster
- **7 minutes** to look at the collective actions
- Remember to explain there will be an output document created as a record of all the conversations

GUIDANCE

- Each comes up with their top idea (they should personally be able to go away and influence this), again this needs to be very specific
- Each group will have a card with instructions and each group will complete 3 labels one for each of the areas
- You should be able to look at these ideas and recommendations and see that they are connected by a golden thread to the Discovery conversation
- Use the labels to record then place them on the big chart
- Ideas need to be about the how not just the what: **Eg: 'Make myself more aware of 3rd sector organisations and signpost people' is more of an aim than an idea : An idea might be: 'Spend a day in an exchange with a third sector colleague to really understand their organisation, possibilities and constraints'**
- **Make sure you share the above example, we all too often end up with uninspiring generalisations!**
- **There will be some feedback dependant on time and process**