

FROM BRAINSTORM TO BLUEPRINT: A STRUCTURED PRIORITY-SETTING PROCESS

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NOMINAL GROUP TECHNIQUE

STEP 1

Silent generation of ideas in writing (Brainstorming): Working silently and independently, participants jot down their responses to a stimulus question.

STEP 3

Discussion of the list of ideas: The participants discuss each idea on the list so that they are clear about the meaning of the ideas.

STEP 2

Round-robin recording of ideas: When called upon, each participant contributes a single idea that is recorded on a large flipchart. Discussion of the ideas is not permitted. Completed sheets are taped to the wall so that they can be seen by the group. The group facilitator continues to call upon the participants until all ideas have been recorded or the group determines that they have produced a sufficient number of ideas.

STEP 4

Voting: The participants identify what each of them believes are the most important ideas, they rank-order their preferences (optional), the votes are recorded on the flipchart, and the voting pattern is discussed.

LOGISTICS



Group Size - The ideal size of an NGT group is five to nine members. Larger groups can be handled by making minor changes in procedure, but any group larger than 12 or 13 should be divided into smaller subgroups of from 5-9 members.



Adequate time must be allowed to conduct an effective Nominal Group Technique session. With a single group of five to nine members, a NGT session for a single question will take a minimum of 45 minutes to an hour to conduct.



AT YOUR TABLE

1. Individual reflection: What are your greatest needs from this organization?
2. Round Robin: Go around and share each of your responses, even if they are the same or similar as someone who has gone before you.
3. Sort: Tape each idea on the wall, sort similar or same ideas together.
4. Vote: Use sticky dots to vote on your top two needs.

What topics would you like to see addressed in
your monthly sessions this year?



THANK YOU!

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