

# Knowledge production

## TOOL: Brainstorming

### Materials

Post-its, pens, the rules for brainstorming (and a facilitator of the brainstorming)

### Time frame

20 - 60 Minutes.

### Team size

2-30

### Level

Easy

### When?

Design of proposal, e.g. common vision.

### Description of tool

Select a facilitator of the brainstorming, who keeps track of time, ensures that everyone get to present their ideas and safeguards the rules of brainstorming. Make sure that the topic is clear, the time frame and that everyone understands the rules of brainstorming before starting.

#### RULES:

1. Avoid judgements and provide a safe and comfortable environment for everyone to feel like they can speak their mind.
2. Encourage wacky ideas and avoid to feel restricted by materials or technologies.
3. Build on the ideas of others and allow others to build on your idea. Try to phrase sentences with „and“ instead of „but“ when doing so.
4. Stay focused on the topic.
5. One conversation at a time. Give full attention to every presented within the team.
6. Be visual. Draw your idea, use pictograms and post them on the wall for every one to see.
7. Go for as many new ideas as possible before quickly sorting out and building on the best ones.

After the brainstorming a joint agreement on what ideas to continue working on should be made, moderated by the facilitator -> *Structured Democratic Dialogue*.

### Links/References

Designkit: <http://www.designkit.org/methods/28>