

**60 Ideas**  
A ToP ThinkLet

**The Big Picture**

<p><b>Title</b> Your name for this thinkLet</p>	<p><b>60 Ideas</b> Brainstorming for a Workshop</p>
<p><b>Metaphor</b> “it”s like . . . “ Why you chose this name</p>	<p>We have found that 60 ideas is an optimum number of ideas to address most topics. This form of brainstorming was designed specifically for use in a ToP Consensus Workshop in groups with less than 30 members.</p>
<p><b>Overview</b> A brief description</p>	<p>Individuals brainstorm in response to a focus question and small groups select key ideas to bring to the whole group.</p>
<p><b>Type</b> The kind of thinking involved O-R-I-D etc</p>	<p>Objective level – generative thinking Individual brainstorming enables each person to begin the group process with some ideas. It makes for more even participation. The group brainstorm processes the ideas at a very basic level focused on basic understanding and elimination of overlap.</p>
<p><b>Role</b> The role it plays in an overall process</p>	<p>This brainstorm provides the foundation for the workshop. It gets out a broad spectrum of the thoughts of the group. It initiates and elicits participation from every member of the group.</p>
<p><b>Timeframe</b> Low long it takes</p>	<p>About 20 minutes. It can be extended. It should not be extended to more than 30 minutes total.</p>
<p><b>Objectives</b></p>	
<p><b>Rational Aim</b> What the group will know, learn, create or decide</p>	<p>The group will create a list of responses to the focus question to be used in subsequent stages of the workshop.</p>
<p><b>Experiential Aim</b> How the group will be different at the end of this thinkLet</p>	<p>I can get my real ideas into this process. This is getting me reved up to participate more deeply.</p>
<p><b>Product</b> The tangible results of this thinkLet</p>	<p>A list of 60 brainstormed ideas written on cards in preparation for the next step in the process.</p>

<b>Script</b>	
<p><b>Context</b>            What to say or do to prepare the group for this thinkLet</p>	<p>The focus question for this workshop is _____.            It is important to us because _____            The result of this workshop will be used in the following way _____.</p> <p>An obvious response to this question might be _____. That's the kind of thing we're looking for in this workshop.</p> <p>Our first step in this workshop will be to brainstorm our responses to this focus question.</p> <p>(This is a brief restatement and specific focusing of the overall context. It is designed to put the brainstorm question in perspective for the participants. Providing participants with a few examples of appropriate responses will help them develop quality ideas. It gives the participants an image of the level of specificity.)</p> <p>In this step, will do 3 things.            Brainstorm our own ideas individually            Highlight our best ideas            Brainstorm in small groups</p> <p>We will then, in the whole group, cluster all the ideas, name each cluster and discuss the results.</p>
<p><b>Instructions</b>            Step by step procedures</p>	<p><b>Individual Brainstorm</b>            Our first step in brainstorming will be to work individually.</p> <p>Please make a list of all your ideas in response to this question.            You will have 5 minutes for this step.            Let us do this work in silence.</p> <p><b>Select</b>            Now we will select our top ideas</p> <p>Please put a star * beside your 3 best ideas.            You will have 2 minutes for this step.</p> <p><b>Group Brainstorm</b>            We will now move into groups of 3 – 4 people and brainstorm together.            In your groups:</p> <p>Going around the group, share one idea at a time.            Discuss the ideas only enough to be sure everyone understands them. It is not necessary that group members agree with each idea.            Get all of the main ideas on a list. The list may be on paper or on a flip chart.            Select 10 of the clearest ideas. Eliminate overlap among ideas. Honour the diversity of ideas.            Write each idea on a card using Large Block Letters.            You will have 10 minutes for this step.</p>

<b>Using this thinkLet</b>	
<b>Use</b> Situations in which this thinkLet works well	This form of brainstorming was designed specifically for use in a ToP Consensus Workshop. This is best used with groups of less than 30 - 40 participants.
<b>Not use</b> Situations not to use this thinkLet	Do not use this form of brainstorming if the ideas will not be discussed and processed by the group. Do not use this approach to brainstorming with very large groups of over 40 – 50 members.
<b>Challenges</b> Difficulties a facilitator may encounter in using this thinkLet	In some groups, participants tend to want to think together. They may not be confident in coming up with ideas without some immediate feedback. Encourage at least 2 minutes of silence before talking with others.
<b>Tips</b> Best practices - advice for using and modifying this thinklet	<p>The number of ideas gathered in this thinkLet can vary. A small group working on a very focused topic may not need to generate as many ideas in order to address the question appropriately. A good workshop requires between 35 and 60 ideas. Less than 35 does not adequately address a substantial question. Workshops with fewer than 35 ideas tend to generate more abstraction than specificity in the ideas and the cluster names. Brainstorms of more than 60 ideas tend to get a lot of overlapping ideas.</p> <p>To determine the number of cards from each small group.</p> <p>Decide the total number of ideas you want in the workshop. A small group of 2 – 4 people is the best size for this exercise Divide the total number of cards by the number of small groups to determine the number of ideas from each small group</p> <p>For example. I want 60 ideas The group is 24 people. I will divide them into 8 groups of 3. 60 divided by 8 = 7 – 8 ideas per group</p> <p>If a group is too small to sub-divide i.e. under 6 people, eliminate the “Group Brainstorm step. Ask individuals to brainstorm a substantial number of ideas, select their best ideas and write them on cards</p>

<p><b>Example</b> Briefly describe an example a situation in which this thinklet has been used</p>	<p>A group of 20 mental health professionals wanted to determine what to include in mental health programming. The focus question was, “What elements do we need to include in our programs in order to serve the needs of our clients?”</p> <p>For this workshop, it was determined that the maximum brainstorm of 60 ideas was needed. The group was divided into 5 groups of 4 people. Each group was asked to present 12 ideas to the whole group.</p> <p>The context for this workshop included presentations on program consolidation by the ministry of health as well as conversations about the clientele and their mental health situation and needs.</p> <p>Individuals then brainstormed program elements they felt were necessary. They selected their best ideas and shared them in small groups. In practice, some of the groups brainstormed more than 12 ideas and one group brainstormed less. The result was a good spectrum of their thought in relation to the essential elements of mental health programming for the area.</p>
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