

CONSENSUS WORKSHOP TEST OF ADOBE ACROBAT CONNECT PRO

Participants:

Mary Ann Van Cura, Sunny Walker, Catherine Tornbom, Ester Mae Cox, Sheila LeGeros

Focus Question

What are key considerations
in selecting a tool
for conducting a virtual
ToP Consensus Workshop?



WHAT ARE KEY STEPS OF CONSENSUS WORKSHOP?

Setting the context
Brainstorming
Cluster
Name
Resolve

Visualizing the group, their energy, what their hope for outcome is, so that I can immerse myself in their space, and I can channel what needs to happen in the room

Give them time to hear each other so a real consensus is reached

CONSENSUS WORKSHOP TEST OF ADOBE ACROBAT CONNECT PRO

What are key considerations in selecting a tool for conducting a virtual ToP Consensus Workshop?

Ease of Use	Quality of the Experience		Breakout Rooms	Sticky Wall Capacity	Easy Access	Recording Results	Facilitator Management
<ul style="list-style-type: none"> • Participants feel competent as they participate • Intuitiveness -- low learning curve for participants and facilitator • Facilitator can easily use the tool • Stability of the typing!!!! • Fairly simple (1 hr vs. 3 hr orientation) 	<ul style="list-style-type: none"> • Ability to incorporate music / video / images • High quality audio • Emoticons • Multiple ways to communicate • Capacity for good conversation in naming • What are basic mic requirements for using during session • Audio is trouble and static free 	<ul style="list-style-type: none"> • Capacity to take some data, then more • Ability to load forms or somehow group ideas for clustering 	<ul style="list-style-type: none"> • Break-out room capacity • Availability of breakout rooms • Whiteboard space for group brainstorming • Availability of breakout rooms • Ability to move data recorded in a breakout room to a group space 	<ul style="list-style-type: none"> • Whiteboard space for group brainstorming • Ability to move data recorded in a breakout room to a space where it can be shared with others • Ability to move ideas into clusters • Ease of sharing ideas • Space for written instructions • Screen space sufficient to post written instructions, team ideas, groupings • Ability to tag first • Capacity to organize data 	<ul style="list-style-type: none"> • Everyone has easy access to the software • Log on is easy • Don't have to always download the software to attend the meeting • Cost of the program 	<ul style="list-style-type: none"> • A way to record the resolve • All the work can be saved in an easy to use format • Ability to make a report from the data • Easy to document results 	<ul style="list-style-type: none"> • Ability for participants and facilitator to type • Ability to limit words on a "card" • Mic on/off - facilitator able to control if needed • A way to track the process as its going on • Emoticons • Able to return to a meeting room previously set-up • What virtual protocols support use of program