

## TOOL DESCRIPTION

# Exploration Feedback



**The tool Exploration Feedback uses a fishbowl setting to present the results of an organizational exploration authentically by facilitating an open, observed dialogue among individuals.**




A fishbowl is a simple but dynamic alternative to a panel discussion that enables people to present insights gained in an exploration phase (e.g., in workshops with employees, see Tool “Exploration Workshop Design”) to the leadership or a project team. It provides a discussion framework that helps participants to present their own topics/needs and promote mutual listening.

This tool facilitates a loosely structured discussion round between participants (“inner circle”) that is merely listened to by an “outer circle” of listeners without interference. This enables the introduction of “delicate inputs”. The setting allows all participants in the discussion round to join the discussion whenever they see fit and to decide what topics they want to highlight.

To create this kind of setting, preparation is needed: Delegates of exploration workshops have to be chosen during the workshops and then briefed before the session in which they will participate. During the session, it is often times advisable for a facilitator to guide the discussion by asking a couple of questions.

<b>Duration</b> 80–95 min	<b>Participants</b> 5–8 people for the fishbowl; no limit to the number of listeners	<b>Facilitation</b> no special material needed
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# Exploration Feedback | Process

<b>Introduction</b> 10 min 	<b>Discussion (Fishbowl)</b> 30–45 min 	<b>Evaluation</b> 40 min 
<p>At the beginning of the feedback session, the goals and the process are explained by the facilitator. This also includes the ground rules:</p> <ul style="list-style-type: none"><li>• Delegates from the individual workshops discuss the results of their workshops in an "inner circle" of chairs</li><li>• The leadership or project team is seated in an outer circle around the delegates, listens and takes notes – no justification, no arguing</li><li>• There is one empty seat in the inner circle: If someone has a short question, he or she may sit down, introduce the question and then leave the circle again</li></ul> <p>Preparation: Two circles of chairs are needed: An inner circle for the delegates (plus one empty chair for questions) and an outer circle corresponding to the number of listeners.</p>	<p>The discussion is started by the facilitator, who introduces questions (3-4 are usually enough) to keep the conversation going. They invite the participants to share their insights regarding the respective questions based on what they've heard from their peers. The goal is to achieve a good dialogue between the participants rather than encourage the mere presentation of insights from participants.</p> <p>Participants in the outer circle observe and listen attentively to the discussion in the fishbowl. They should take notes and have the ability to step into the circle to ask short questions.</p> <p>The facilitator guides the discussion to ensure that it stays focused on the relevant topics, that everyone has an opportunity to speak, and that the conversation remains respectful and productive. This feedback could also be replicated in a virtual setting, which requires a good briefing of delegates.</p>	<p>At the end of the fishbowl, the listeners are asked to share a couple of short emotional reactions to what they have heard (10 min).</p> <p>Following this initial feedback, more time is needed to actually process the received input. Depending on the group size, this could be done in the plenary or in small groups by asking guiding questions such as:</p> <ul style="list-style-type: none"><li>• What surprised you?</li><li>• What was most moving or irritating?</li><li>• What are the most important messages you heard? (30 min).</li></ul>