

## TOOL DESCRIPTION

# Organizational Assessment



**The Organizational Assessment tool enables all participants in a group to share their different perspectives on a topic or problem, to develop aspects and to contribute directly to each other's insights.**





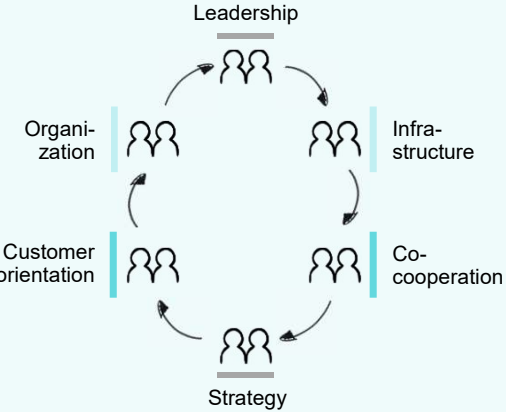
At the beginning of a change or development project, a compact assessment of the current situation is needed. In the project team or in separate analysis teams, the main problem areas and "hot" topics should be worked out quickly and with a clear focus.

This method was developed by Marvin Weisbord. It enables all participants in a group to share their different perspectives on the problem, develop aspects (e.g., challenges and strengths/weaknesses) and immediately contribute to each other's insights:

- All participants contribute equally to all points of view
- Open dialogue is encouraged
- Participants' insights become immediately visible, and the others can contribute to them
- The "hot" topics that are associated with the problems are discussed

<b>Duration</b> 2–3 h	<b>Participants</b> 6–20 participants	<b>Facilitation</b> pens, stations for each dimension (pinboards with paper or flipcharts), dots, cards/post-it notes
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# Organizational Assessment | Process

<b>Preparation</b> 	<b>Analysis of the status quo</b> 	<b>Presentation of results</b> 	<b>Identifying hot topics</b> 
<p>The 6–8 dimensions to be evaluated must be selected when preparing the workshop. Typical aspects include:</p> 	<p>The specific focus of the respective assessment is determined by the choice of observation fields. A station (flipchart, pinboard) is prepared for each dimension. Each station is divided vertically into 2 areas:</p> <ul style="list-style-type: none"> <li>+ What is going well? What are our qualities? – strengths   positives</li> <li>- Where do we have problems? What can be improved? – weaknesses   negatives</li> </ul> <p>The facilitator asks the participants to form groups of 2–3 people. Each small group starts at one station. The same groups rotate from board to board at a set pace (approx. 6–8 minutes per station) and write down their insights directly at the stations.</p>	<p>After each group has visited each station, the results are presented. Due to the amount of information, it is usually advisable for the facilitator to visit each station, initiate a dialogue about the most important points and ask questions where needed for clarification. At each station, the information is discussed for about 10–15 minutes to identify the quintessential elements as a group.</p>	<p>The final step is to evaluate the produced insights. The facilitator asks the participants to form trios. These are given the task of locating the “hot” topics out of all the topics and of writing a maximum of 5 to 6 on cards. Another option would be to let the small groups assign a specific number of dots (e.g., 5) to the topics on the boards. The facilitator then highlights the topics that received the most points.</p>