

Handout #6 - Last word protocol

Purpose:

The purpose of this Final Word Protocol is to expand or clarify the interpretation of the non-negotiables, by forcing everyone to offer, interpret, listen closely to, and reflect back other's interpretations

Time:

The discussion of each Non-negotiable will take 10 minutes if the time is followed closely.

20 minutes per topic

Everyone reads the non-negotiable 3 minutes

Presenter: 3 minutes

Other Responses: 2 minute per person

Presenter: Final word: 2 minutes

Steps:

1. Read through the identified text of your first non-negotiable. Underline or highlight quotes or statements you find interesting or important. (3 minutes)
2. One of the team members who developed the non-negotiable description explains what is in the statement and why this is important. (3 minutes)
3. Go round-robin and have each person respond to that text and what the presenter said in less than two minutes. **The purpose of the response however is to expand on the presenter's thinking about the issues, to provide a different look at the issue, to clarify thinking about the issues, and to question the presenter's assumptions about the issues.** (2 minutes per person.) People may pass if they do not have something new to add.
4. **After going around the circle** with each person responding, **the first person has the "final word."** In no more than two minute the presenter responds to what has been said: **Now what are you thinking?** What is your reaction to what was said?
5. Repeat the process with the second and following Non-negotiables.
6. Have the small work groups now re-work their Final Drafts.