

Facilitation Difficulty: 

 Varies widely,  
see below

 Any size group

 No preference

**Purpose** – To receive a wide variety of feedback for many people in a relatively short period of time. We have found the Feedback Carousel to be particularly effective for getting feedback on plans for future work.

**Group size** – Any size group

**Timing** – Varies depending on how many projects/plans will be displayed and whether people will have time to comment on the feedback. Adjust your time expectations accordingly.

**Preparation** – Instruct each person or team seeking feedback to bring a display of the significant elements of their project or plan on a piece of chart paper or poster board. Encourage the use of color and creativity. Post the displays around the room, and alongside each, post blank chart paper divided into four parts. The top left quadrant is for clarifying questions, the top right is for probing questions, the bottom left is for recommendations, and the bottom right is for resources that might be useful to the presenter/presenting team. Bring post-it notes and pens for all participants, and a timer.

**Modifications** – See below

### Steps:

1. **Setup** – Distribute small post-its to every participant and explain the quadrants of the feedback posters. Ask participants to rotate through as many plans as time permits, review the information presented, write feedback on individual post-it notes, and place each post-it in the appropriate quadrant. (10 min.)
2. **Review and revise** – Once a presenter or team has read their feedback, they will use it to improve the plan or project as time permits. They may choose to re-present their work to the group who gave feedback or simply tell the group which bits of feedback were helpful.
3. **Debrief** – (5 min.) Begin from the perspective of the presenters:
  - *How did this protocol feel compared to other ways of receiving feedback?*
  - *Did any questions or recommendations surprise you?*

Then continue, from the perspective of participants responding to the projects or plans:

- *How did it feel to give feedback using this protocol?*
- *How might you use this protocol in your own work?*

**Modifications** – Although the Feedback Carousel can be efficient, it may take longer than the time you have planned (depending on the number of plans that need feedback). If you want to hear from everyone, but don't have a good deal of time you might try the modification below:

- a. Each team (or individual) gets 3-5 minutes to orally present their plan
- b. As the team presents, each participant may begin writing post-its:

- What they like about the plan
  - Any questions they have
  - Any recommendations they have
  - Any resources that might be helpful
- c. After the team presents, participants get one minute to finish writing feedback.
- d. All post-its are handed to the presenting team and the next team/individual presents.