

# 1-2-4-All

12 minutes

Team Collaboration

Beginner

Engage everyone simultaneously in generating questions, ideas, and suggestions. Progressive structure builds from individual reflection to pairs to foursomes to...

## H HOW TO RUN

### 1 Total Duration:

### 1 Silent Self-Reflection

- Pose question to group
- Each person reflects individually and silently
- Jot down personal thoughts

1 min

### 3 Example Prompts:

- "What opportunities do you see for improving...?"
- "What ideas do you have for moving forward on...?"
- "What surprised you most about...?"

### 2 Pair Discussion

- Turn to one other person
- Share individual reflections
- Build on each other's ideas
- Generate additional thoughts together

2 min

#### KEY TIP

\*Why This Structure Works:\*\*

## O OBJECTIVES

- > Include everyone regardless of group size
- > Generate ideas bottom-up from participants
- > Surface diverse perspectives quickly
- > Build on each others' thinking progressively

## M MATERIALS

### ESSENTIAL

- Timer
- Question prompt visible to all

### OPTIONAL

- Space for small groups to talk
- Breakout room functionality
- Shared document for notes

## P PARTICIPANTS

4-40

## F FACILITATOR NOTES

### REMEMBER

- Progression builds psychological safety (easier to speak in pairs than to 40 people)
- Everyone contributes (unlike open discussion where few dominate)
- Ideas develop and improve through each round
- Fast pace maintains energy