

Logistics

State the ground rules of the meeting

1. Meeting will start and end on time
2. Turn cell phones off or to vibrate
3. Raise your hand to be

No interruptions such as: this is a safe environment; no idea is a bad idea; everyone can openly disagree but opinions must be expressed with the reasoning behind them; the goal is define which ideas have the best chance to succeed.

start and end times, no interruptions such as cell phones or email etc.

- 1.) Share all relevant information.
- 2.) No idea is a bad idea.
- 3.) All ideas and opinions will be respected.
- 4.) All ideas and opinions will be encouraged to survive the "Relevant Test":
 - a.) You've stated the reasoning behind the idea/opinion
 - b.) You've given specific examples
 - c.) You've shared any personal intention or benefit to you
- 5.) All participants are invited to ask questions of an existing point of view.