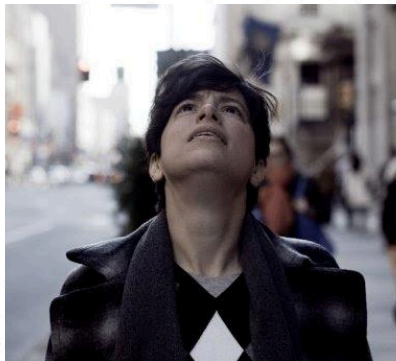


CREATIVITY AND REFLECTION TOOLS

ASTC 2019



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TIPS + TOOLS

- Back up, you are embedded in the issues you are working on. Don't assume people know what you are talking about.
- Clarify objectives
- Remind them why they are there!

TIPS + TOOLS

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- Clarify objectives
- Remind them why they are there!
- Creative teamwork requires externalizing your brain.
- Focus as much on getting the right problem as you do on getting the right solution.

TIPS + TOOLS

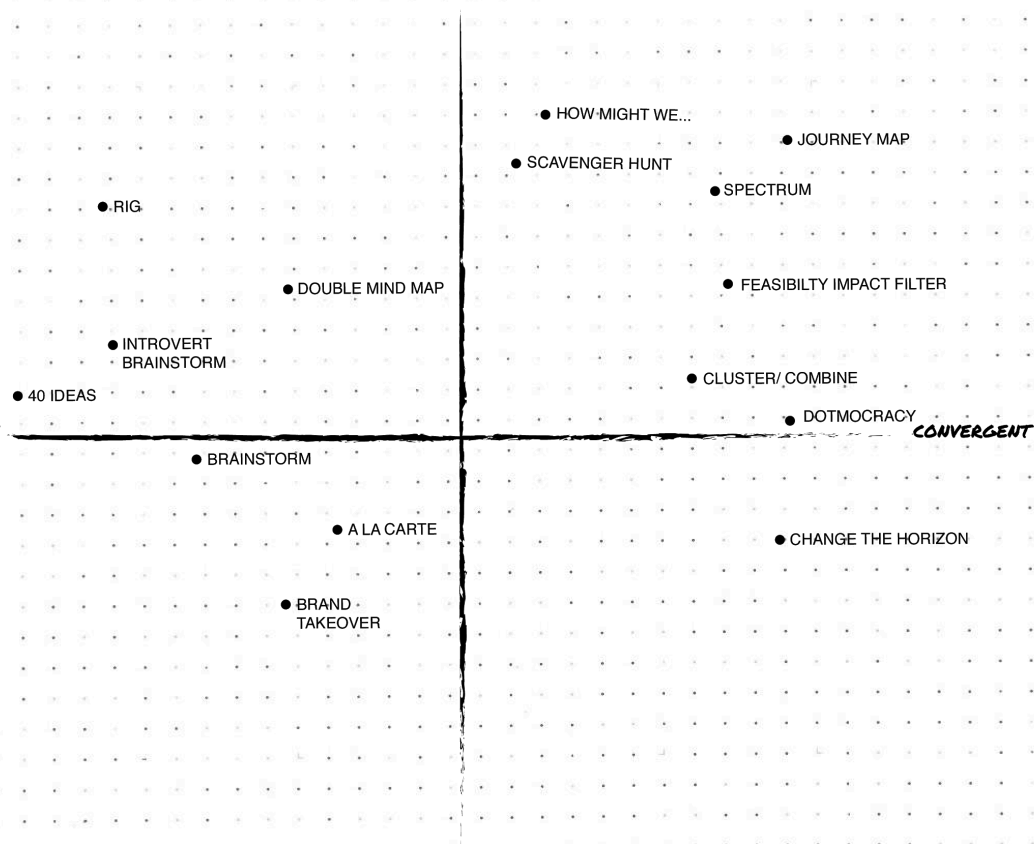
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BUILDS TRUST

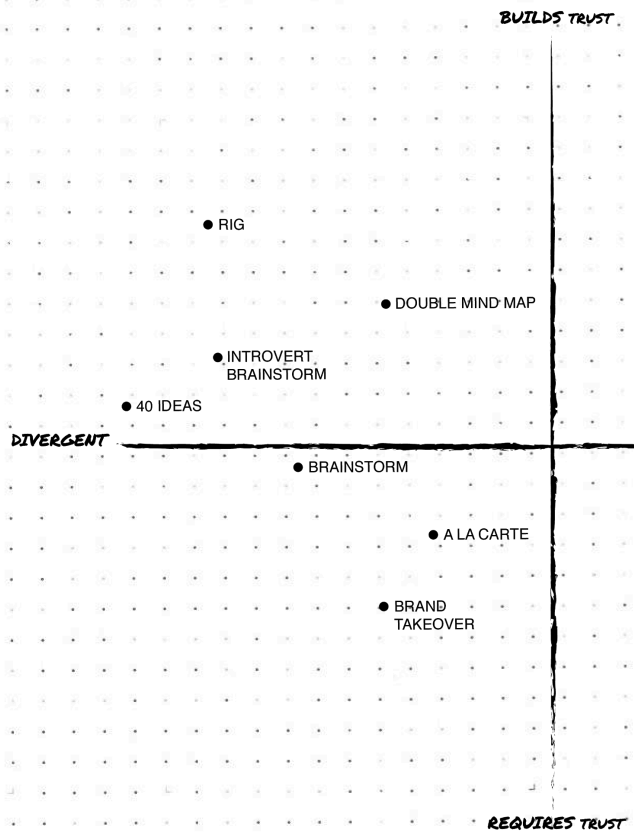
DIVERGENT

CONVERGENT

REQUIRES TRUST



DIVERGENCE TOOLS



BRAINSTORM

Time: 1 to 1.5 hours

Who: cross-departmental team,
creative team

Purpose: Generates a pile of
ideas around a predetermined
topic.



(DIVERGENT, PEOPLE THINK IT BUILDS TRUST)

INTROVERT BRAINSTORM

Time: 1 to 1.5 hours

Who: Cross-departmental team,
Creative team

Purpose: Generates a pile of
more divergent ideas around a
predetermined topic.



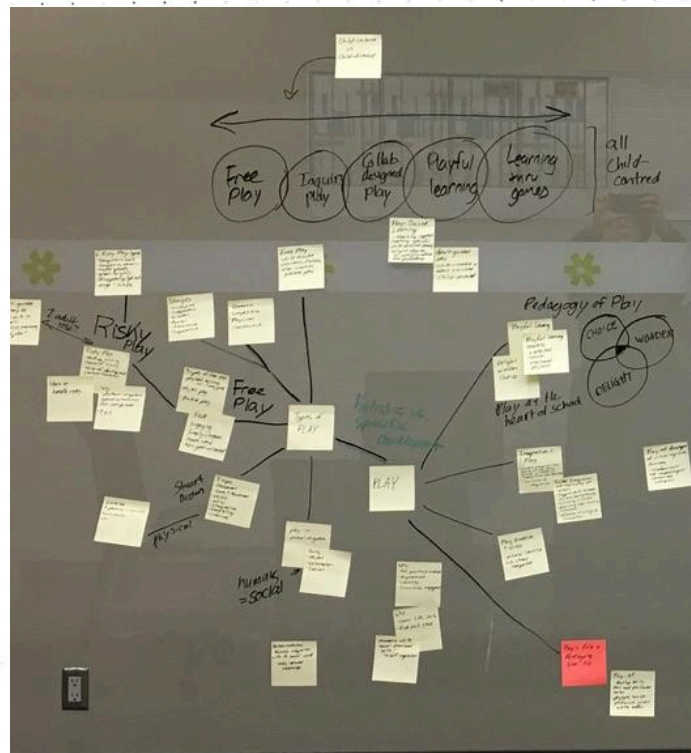
(MORE DIVERGENT, BUILDS TRUST)

40 IDEAS

Time: 30 minutes plus time for reflection

Who: Small group.

Purpose: Push yourselves to go beyond your first ideas. Scale the number so that it's difficult for the number of participants to reach.



(DIVERGENT, BUILD TRUST)

A LA CARTE

Time: 30 minutes

Who: Mixed teams

Purpose: Find new ways to frame a problem and new solutions by focussing on the needs and affordances of different stakeholders, resources, and processes.

Space duration (Circle one)	Hours	Conceptual focus (Prioritize)	Environment	Activities (More than one ok)	Activity change	Facilitation
Temporary	Drop in	Engineering	Single activity	Free choice	Daily	Facilitated
Permanent	Scheduled	Art/creativity	Multiple activity	Staff led	Weekly	Unfacilitated
		Technology	Activity+exhibits	Age restricted	Monthly	
		Tool skills	Exhibits	Challenge based	Never	
		Design		Product based		
				Make and take		

(DIVERGENT, REQUIRES SOME TRUST)

RAPID IDEA GENERATION, (R.I.G.)

Time: 2 to 3 hours

Who: cross-departmental team, creative team plus stakeholders

Purpose: Physical brainstorm. Good to build capacity, involve stakeholders/community members/visitors who don't normally get to be involved in creative processes.



(DIVERGENT, BUILDS TRUST)

CONVERGENCE TOOLS

BUILDS TRUST

- HOW MIGHT WE...
- JOURNEY MAP
- SCAVENGER HUNT
- SPECTRUM
- FEASIBILITY IMPACT FILTER
- CLUSTER/ COMBINE

● DOTMOCRACY **CONVERGENT**

- CHANGE THE HORIZON

REQUIRES TRUST

FRESH LOOK/SCAVENGER HUNT

Time: 1 hour

Who: Old-timers

Purpose: Take a fresh look at problems and potential solutions your team may be glossing over.



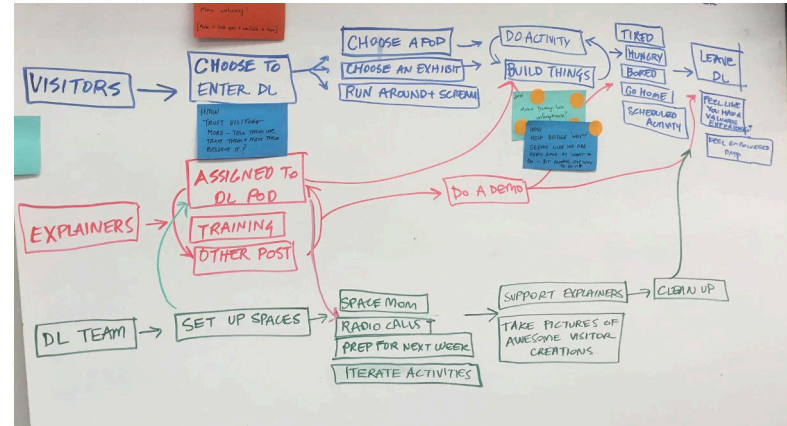
(DIVERGENT THEN CONVERGENT, BUILDS TRUST)

JOURNEY MAP

Time: 45 minutes to 1.5 hours

Who: Cross-departmental team

Purpose: Reveals needs of users that are easily overlooked. Builds empathy.



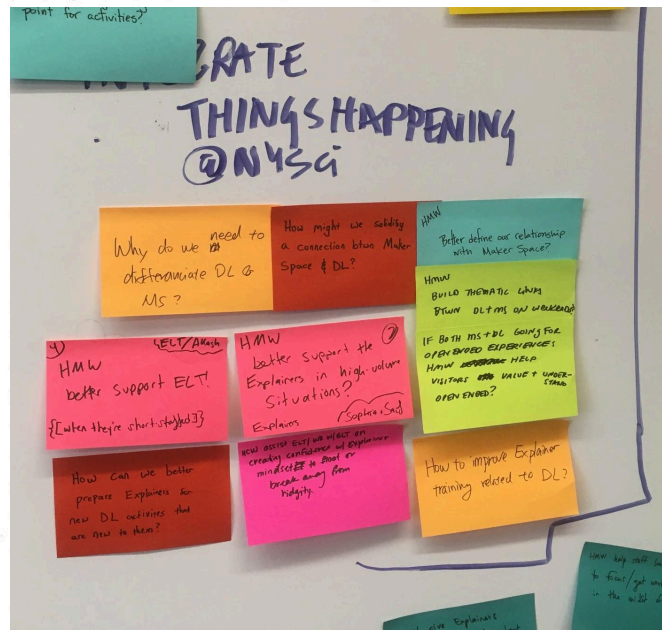
(CONVERGENT, BUILDS TRUST)

HOW MIGHT WE...

Time: 20 mins to 1.5 hours

Who: Cross-departmental team

Purpose: Team interviews experts to help reframe problems in the syntax “How Might We... address one aspect of this problem”



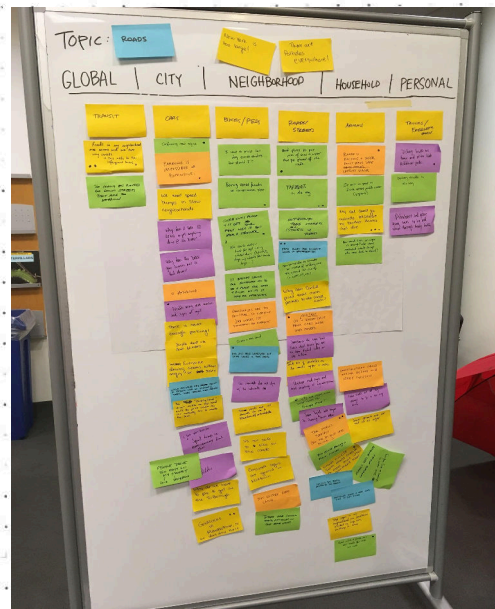
(CONVERGENCE FROM DIVERGENCE, BUILDS TRUST)

GROUP/CLUSTER/COMBINE

Time: 30 minutes (can go longer)

Who: experienced participants and newcomers

Purpose: Group divergent ideas as a step in filtering them.



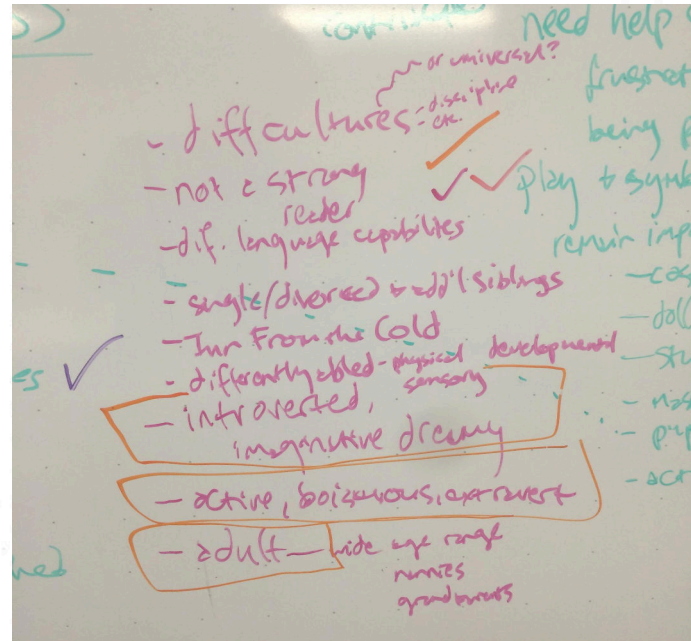
(CONVERGENT, BUILDS TRUST)

FORCED PERSPECTIVE

Time: 30 minutes

Who: Mixed teams

Purpose: Look at a problem (or potential solution) from perspectives that often get ignored.



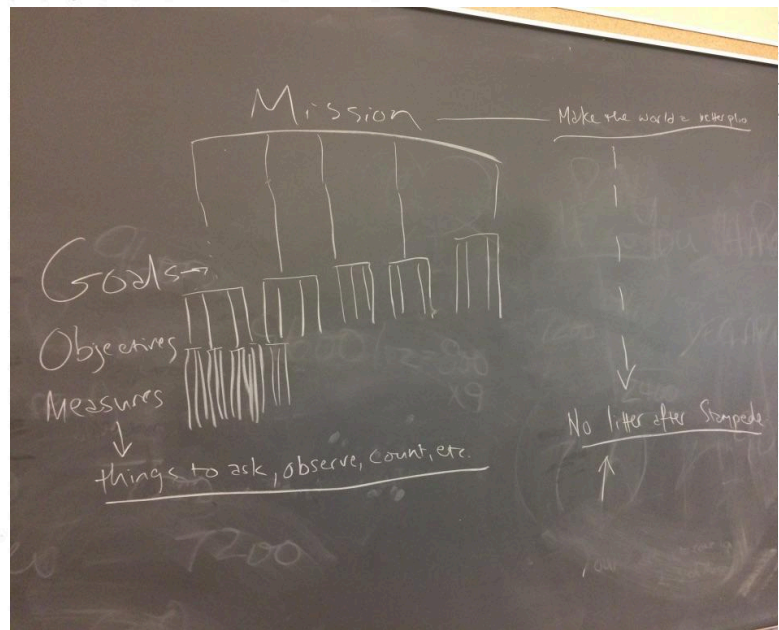
(DIVERGENT THEN CONVERGENT, REQUIRES TRUST)

CHANGE THE HORIZON

Time: 30 minutes (can go longer)

Who: mixed teams

Purpose: Identify available skills and resources, reframe the task to generate new solutions.



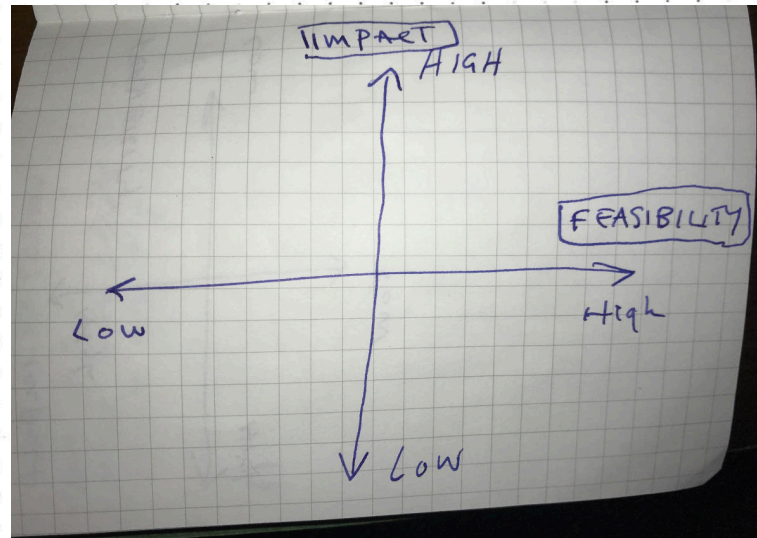
(CONVERGENT, BUILDS TRUST)

IMPACT/ FEASIBILITY FILTER

Time: 10 minutes

Who: Mixed teams

Purpose: Prioritize options before choosing which to act on.



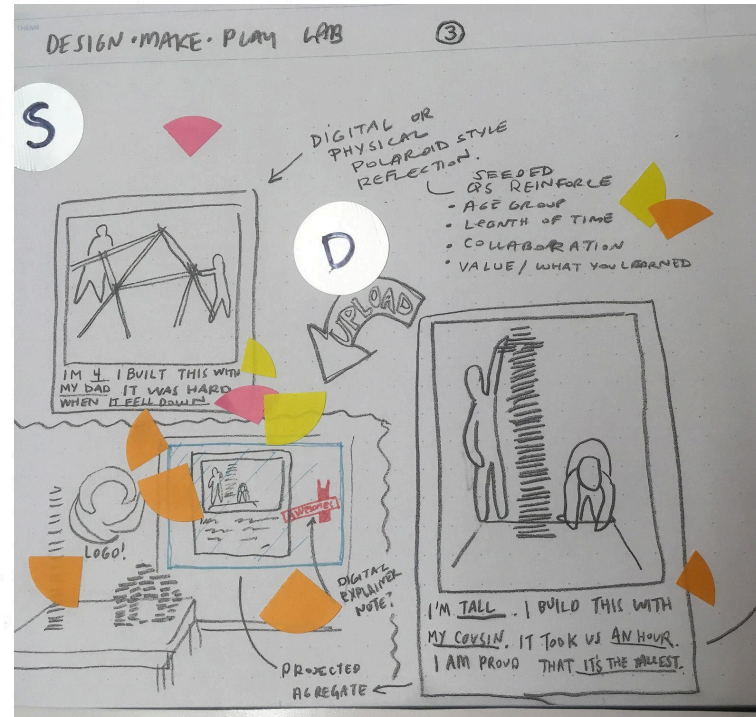
(CONVERGENT, BUILDS TRUST)

DOTMOCRACY

Time: 30 mins to 1 hour

Who: Doesn't matter as long as final decision-maker/ key stakeholders are involved.

Purpose: Good decision-making tool, especially for contentious decisions or decisions that don't matter immediately.



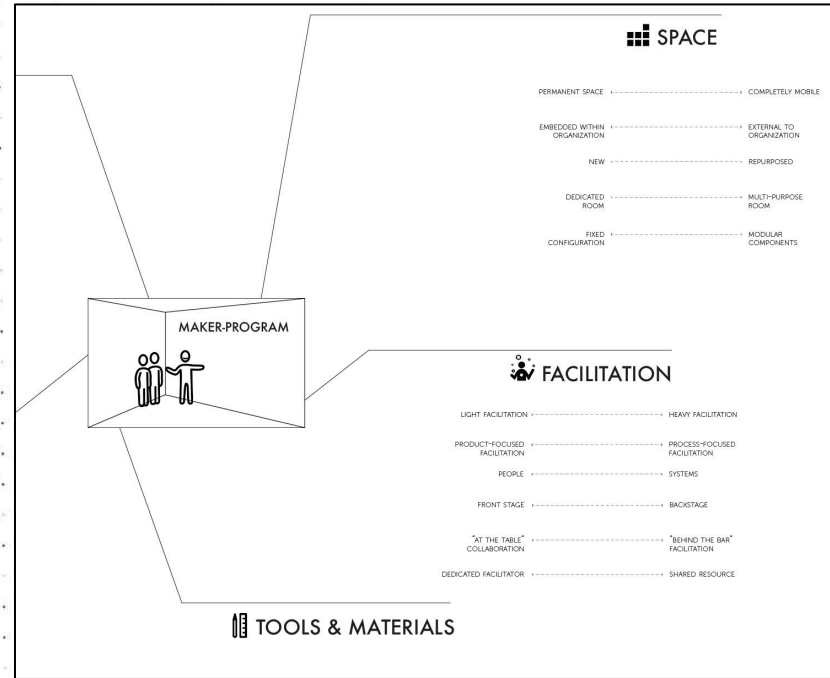
(CONVERGENT, CAN BUILD TRUST)

SPECTRUM

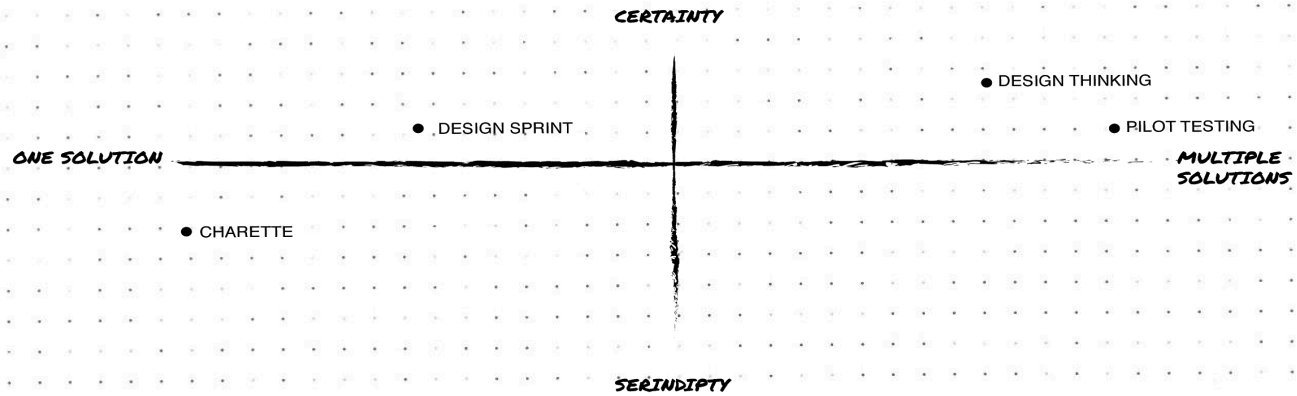
Time: 20 minutes

Who: new teams

Purpose: Start discussion and take the pulse of a group.



(CONVERGENT, BUILDS TRUST)



DESIGN THINKING

Time: 1 hour to several days

Who: mixed teams

Purpose: Design thinking provides a suite of tools for teams. As with all methods, include time to explain how the activities contribute to the overall design process.



(DIVERGENT THEN CONVERGENT, BUILDS TRUST)

CHARENTE

Time: 2 to 3 days

Who: Cross-departmental team,
creative team plus stakeholders

Purpose: Short-cuts the process
to getting concrete ideas tested/
worked through quickly.



(DIVERGENT THEN CONVERGENT, REQUIRES TRUST)

DESIGN SPRINT

Time: 3 to 5 days

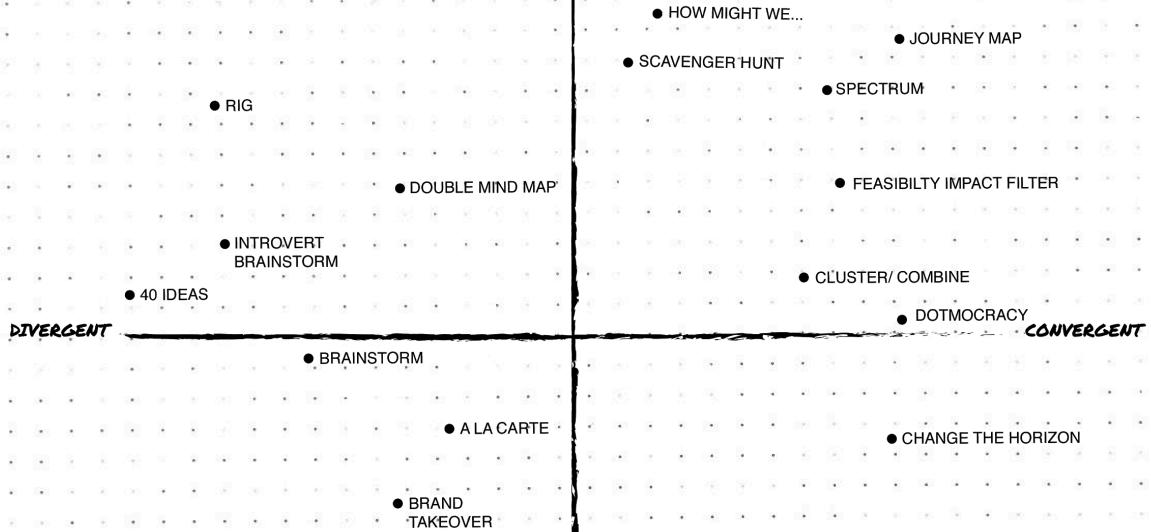
Who: Cross-departmental team

Purpose: Concentrated effort to define a problem, come up with solutions and test it in a condensed time frame.



(DIVERGENT THEN CONVERGENT, REQUIRES TRUST)

BUILDS TRUST



DIVERGENT

CONVERGENT

REQUIRES TRUST

PROBLEMS!

PLEASE STOP TO READ THIS WARNING BEFORE PARTICIPATING

The Museum of the City of New York would like to caution all visitors that there is a potential for injury on this interactive cycling experience.

By reading this disclaimer, you hereby acknowledge there are certain inherent risks in participating in this experience. The Museum of the City of New York assumes no responsibility for any injuries or accidents.

At all times, you shall comply with the terms listed below and any verbal instructions given to you by the museum security and staff.

If you cannot meet all the requirements listed below, you may not participate. You have the option not to participate and be a spectator.

Mandatory Requirements

- 1 Please use the equipment only for its intended purposes.
- 2 Please be watchful of your belongings. The Museum of the City of New York is not responsible for any lost or stolen items.
- 3 Please report faulty or damaged equipment to a museum staff member.
- 4 Shirts and shoes must be worn at all times.
- 5 No sandals or flip-flops.

Improper use is prohibited

- 6 Do not stand while pedaling.
- 7 Do not stand on the seat.
- 8 Do not sit or stand or balance yourself on the handlebars.

Health Disclaimer

- 9 Please only use the equipment if you are in the proper health condition.
- 10 Cycling is a body-active, participatory sport. As with all sports, care must be taken to avoid a mishap.
- 11 This can be a very strenuous experience.

Age Restrictions

- 12 This experience is not for children under the age of 16.

RESOURCES

Resources:

- Sketching User Experiences, Bill Buxton
- gamestorming.com
- Miro software
- Design Thinking website/toolkit
<https://dschool.stanford.edu/resources/design-thinking-bootle>
[g](#)
- makingobservations.org >> spectrum tool
- #DTK12 chat on twitter Weds at 9pm
- School of Life

Future additions:

- Team norms
- Facilitation tips