

Welcome to the first issue of **Management Shorts**
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1. Welcome Notes

Welcome to the first issue of "Management Shorts", a free monthly newsletter on strategic planning, leadership, management and team work brought to you by Acorn Consulting www.acorn-od.com. Each issue will give you a SHORT and PRACTICAL tool or idea that you can put into practice immediately.

Don't miss out on future issues! Subscribe by sending a blank e-mail to:
shorts-subscribe@topica.com

2. Management Short - Consensus Scale

This month's Management Short is the Consensus Scale, a one-page tool for reaching agreement.

For most complex issues a yes/no vote is less than satisfying and rarely leads to true consensus -- a solution that everyone can live with and actively support.

The next time your team is wrestling with a complex proposal, draw a scale numbered 1 to 5 on a white board or flip chart. Label the scale as follows:

- 5 - I love it!
- 4 - I like it
- 3 - I can live with AND support it
- 2 - I can't actively support it
- 1 - I hate it and will actively oppose it!

Ask each person to pick the number that describes their point of view and to say what concerns keep them from choosing a higher number. You will instantly

know whether it is worth discussing the proposal any further and, if it is worth the time, you have a focused agenda of key issues to work through.

3. Quick Link to Practice - Consensus Scale Tool

To download a one page slide of the Consensus Scale, click on the link below.
http://www.acorn-od.com/consensus_tools.html

Print out the consensus scale and take it to your next meeting. What issue has your team been wrestling with lately?

4. For Those Who Want More - Source book for Consensus Scale

This tool is adapted from:
The Facilitator's Guide to Participatory Decision Making by Sam Kaner.
This is one of the best books around on the art and practice of meeting facilitation. You can order this book through Amazon at the link below.

<http://www.amazon.com/exec/obidos/ASIN/0865713472/qid%3D989516104/sr%3D1-1/acornconsulti-20/107-6944349-6133323>

I hope this first issue has lived up to its promise as "News You Can Use". Management Shorts will be back next month with another short and practical tool. Don't miss out! This is an "Opt-In" list, so you won't receive future issues unless you subscribe by sending a blank e-mail to shorts-subscribe@topica.com.

Forward this newsletter to friends and colleagues who you think will value this fast and painless approach to enhancing their effectiveness as a leader and manager.

We welcome your comments and suggestions for future newsletter topics. E-mail me at ACorney@acorn-od.com

Best regards,
Andrea

About Management Shorts

Management Shorts is a free newsletter for senior managers on leadership, management and teamwork – the key leverage points for improving the speed and quality of decision-making and execution.

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