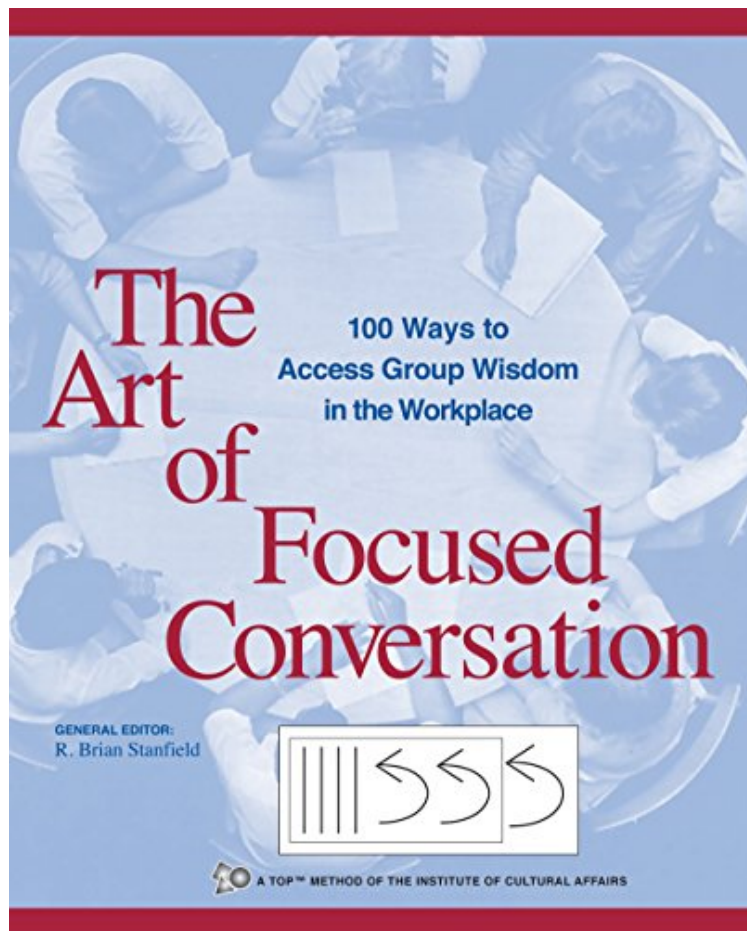


(Mobile library) The Art of Focused Conversation: 100 Ways to Access Group Wisdom in the Workplace (ICA series)

The Art of Focused Conversation: 100 Ways to Access Group Wisdom in the Workplace (ICA series)

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From New Society Publishers : The Art of Focused Conversation: 100 Ways to Access Group Wisdom in the Workplace (ICA series) before purchasing it in order to gage whether or not it would be worth my time, and all praised The Art of Focused Conversation: 100 Ways to Access Group Wisdom in the Workplace (ICA series):

4 of 4 people found the following review helpful. Practical inspirationBy JoyceThis book explores the use of a particular conversation format in the workplace, but it is adaptable to any group. If you are interested in community or involved in any groups, no process is more valuable than this one. This book tells the history of the creation of this method, explains its purpose and its parts, tells how to lead such a conversation, and offers 100 sample conversations for specific situations. The purpose of such a conversation is to allow a group of people to process their experience (to experience their experience, so to speak) by asking a series of questions in four different levels: the objective, the reflective, the interpretive and the decisional. This conversation gives form to a natural process which 1) grounds us

first in the reality of life, 2) acknowledges the reality of our feelings, 3) looks at meaning based on the first two steps, not on some abstract idea, and 4) moves us into the future from the wisdom just discovered. This is a book of practical inspiration. 3 of 3 people found the following review helpful. A practical resource with 100 detailed examples. By Tess Bought this book because I had previously attended a course on focused conversation and wanted to know a bit more about the theory behind it and find some more examples of appropriate focus questions. The technique leads a group intuitively through four levels of questions designed to lead to a group decision/action about an issue. (It can be used with individuals as well) Part 1 covers theory and practise and Part 2: 100 Examples covering conversations for: Evaluating and reviewing, Preparation and Planning, Coaching and Mentoring, Interpreting information, Decision-making, Managing and Supervising as well as Personal and celebrative. Each example, outlines the process, provides the focus questions, and includes Hints, Other applications, and points to remember for each example. I have used this method and it works. I would recommend attending an ICA course in participatory methods to practise the technique in a "safe" environment before doing this on your own, especially if you are new to facilitation. The strength of this method is a structured approach that doesn't skip over feelings/emotions in the room. Once these are dealt with, I have found the rest runs smoothly. Some practical considerations; It takes longer to do than a 'normal' meeting so plan ahead, try to get everyone there who has a stake in the conversation or will be asked to implement its outcomes, and make it clear to the group what will happen with the information once they leave the room so that expectations are realistic. Highly Recommended. 2 of 2 people found the following review helpful. Very practical book for group Facilitation practitioners. By nunesdea if you are seasoned in the profession you might have found some of ICAs principles have emerged in your practice when you try to facilitate dialogue within a group, based in 'focused' conversations. This book explains how the process was originated and how to design focused conversations providing 100 examples from different type of meetings and situations. However, as the book title says this is an Art and like reading from a 'book of recipes' you need to be able to improvise and adapt to the 'taste' of your own circumstances.

This book has served me so well in my new job. I can't tell you how many times I have pulled the book off the shelf to get some direction in creating my own questions. It has been a great asset in helping me have meaningful and directed conversations at a critical time in my new job. And it has saved me precious time. - Great book! Marlene Lockwood, Group Leader, St. Helen's Hospital, Deer Park, California. Communication within many organizations has been reduced to email, electronic file transfer, and hasty sound bytes at hurried meetings. More and more, people appear to have forgotten the value of wisdom gained by ordinary conversations. But, at different times in history, conversation has been regarded as an art form - a crucial component of human relations. Conversation has the power to solve a problem, heal a wound, generate commitment, bond a team, generate new options, or build a vision. Conversations can shift working patterns, build friendships, create focus and energy, cement resolve. The Art of Focused Conversation convincingly restores this most human of attributes to prime place within businesses and organizations, and demonstrates what can be accomplished through the medium of focused conversation. The first Part describes the theory and background of the conversation method, which has been effectively used for group consensus making in: 1) problem solving; 2) troubleshooting; 3) coaching; 4) research and 5) interpretation of data. It also discusses how to prepare a conversation, how to lead a conversation, and what the common mistakes are. Part two then provides 100 sample conversations designed for use in many different situations, including: 1) reviewing and evaluating; 2) preparation and planning; 3) coaching, and mentoring; 4) data and media interpretation; 5) decision making; 6) managing and supervising; and 7) personal reflection and group celebrations. Developed, tested, and extensively used by professionals in the field of organizational development, The Art of Focused Conversation is an invaluable resource for all those working to improve communications in firms and organizations. "This book is absolutely fabulous. I started it last night, used a whole bunch of stuff

This book is absolutely fabulous...I love this book. -- Margaret Runchey, Editor, IAF Facilitator's News, Palm Springs, Florida. About the Author. Produced by the Institute for Cultural Affairs (ICA) in Canada, the book was edited by R Brian Stanfield, its Director of Publications. A non-profit with a presence in 48 countries, the ICA has worked for 45 years in organisational development, adult and child education, community development, and methods of social change.