



Instructions for Roundrobin Brainstorming¹

The purpose of this activity is to help your team generate as many answers to the question as possible. Unlike other versions of brainstorming that you may have experienced, this one involves taking turns and having teammates contribute one answer at a time.

Roundrobin Brainstorming (the spoken version)

1. **Listen** to the question.
2. **Think** about all the answers that might be appropriate.
3. **Contribute** one answer out loud.
4. **Listen** to the one answer that each of your teammates will share.
5. **Contribute** an additional answer that no one has mentioned when it's your turn again.
6. **Listen** to the additional answers from your teammates.
7. **Continue** contributing answers, one at a time, until time is up.

Roundtable Brainstorming (the written version)

1. Take out one sheet of paper for your team to use.
2. **Listen** to the question.
3. **Think** about all the answers that might be appropriate.
4. **Write** one answer on the paper while saying it out loud.
5. **Pass** the paper to the teammate on your left.
6. **Listen** to the one answer that each of your teammates will write.
7. **Write** an additional answer that no one has mentioned the next time the paper comes to you.
8. **Listen** to the additional answers from your teammates.
9. **Continue** contributing answers, one at a time, until time is up.

¹ Variations on turn-taking procedures and strategies have long been used in classrooms and offices to ensure maximum involvement from all team members. Spencer Kagan (1992) popularized the use of the terms Roundrobin (to refer to an spoken turn-taking strategy) and Roundtable (to refer to a written turn-taking strategy).