

When we make decisions, we are using one of the following options:

<b>Leader-Centered</b> control and authority		<b>Team-Centered</b> participation and influence	
<b>Unilateral</b>	<b>Consultative</b>	<b>Joint</b>	<b>Delegated</b>
I make the decision without consulting anyone.	I consult other people or groups but I retain the decision-making responsibility.	We make the decision together (voting, consensus).	I give full authority to another person or group to make the decision.

All options are valid, depending on the circumstances.

<b>Leader-Centered</b> control and authority		<b>Team-Centered</b> participation and influence	
Less Time	Time	More Time	
Less Developed	Trust	More Developed	
Less Desired	Teamwork	More Desired	
Less Important	Importance	More Important	
Less Need/Probability	Acceptance	More Need/Probability	
Less Need/Probability	Commitment	More Need/Probability	
More	Leader Information	Less	
Less	Team Information	More	
More	Chance of Conflict	Less	
Less Clear	Problem Clarity	More Clear	

It is important for the people involved to know which option is being used.

What is your preferred decision making style? How does your staff generally respond?

## Straw Voting (N/3)

Straw voting helps teams quickly reduce a large number of listed items down to two–six choices. It is often used after the idea generation phase to narrow the ideas that came up in, for example, a brainstorm. It also tends to eliminate an individual's close identification with what he/she put up on the board.

### Voting Process

1. Count the number of items generated and divide that number by 3.
2. Each person gets the number of votes that is the result of that division.
3. Ask people to vote for the ideas they think are the ones that should be pursued, using as many votes as they were given.
4. Review the top 3 (or so) choices based on number of votes.
5. From here, you can use consensus process to choose one or pursue the top three choices.

### Example:

- You have generated 11 ideas for a theme for this year's holiday party.
- $11 \div 3 = 3.67$
- Round up to 4. Each person gets 4 votes. They do not have to use all of them but they cannot vote more than 4 times.
- You count the total number of votes given to each item and select the top 3.
- You give the group a choice of agreeing on one efficiently or having conversations about each of the 3 and then voting N/3 again (each person has one vote!)
- Note: You can also use "sticky dots" for this. In that case, each person would get 4 sticky dots.

## Fist of Five

Fist of Five helps teams check in, gain consensus and move forward.

### Voting Process

1. State the question: "Is everyone okay with \_\_\_\_\_,"
2. Everyone votes at the same time and hands must be held high. by holding up 0, 1, 2, 3, 4, or 5 fingers.
3. The vote caller tallies the votes
  - 0 fingers (a fist): Block consensus
  - 1 finger: Serious reservations. Must resolve the concerns before supporting
  - 2 fingers: Some concerns, but I'll go along and try it
  - 3 fingers: I will support
  - 4 fingers: I like it
  - 5 fingers: Best idea ever!

### Best Uses

- Check-in - Start a conversation
  - How could we move you from a two to a three?
  - What reasons is it a five for you?
- Gain consensus
  - 0s, 1s, or 2s, ask for reasons.
  - What are your reservations? Does this change anyone else's vote?
- Move forward
  - If everyone has two fingers or more up, we move forward.