

MULTI VOTING

Used after brainstorming as a method for reducing a list to its most important issues. Lists of 30 to 50 items can be reduced to a workable list in a short period of time.

HOW TO CONDUCT A MULTIVOTE

1. Generate a list of items and number each item.
2. If two or more items seem very similar, combine them, but only if the group agrees that they are the same. Renumber items if necessary.
3. Have all members choose several items they would like to discuss or address by writing down the numbers of these items on a sheet of paper. Allow each member a number of choices equal to at least one-third of the total number of items on the list (48 items = 16 choices, 37 item list = 13 choices)
4. After all the members have silently completed their selections, tally votes. You may let members vote by a show of hands as each item number is called out, or by giving them post-it dots to be placed beside the item on the newsprint, or a marker to make their notes beside the item.
5. To reduce the list, eliminate those items with the fewest votes. Group size affects the results. A rule of thumb is: If it is a small group (5 or fewer members), cross off items with only 1 or 2 votes, if it is a medium group (6 to 15 members), eliminate anything with 3 or fewer votes. If it is a large group (more than 15 members), eliminate items with 4 votes or fewer.
6. Repeat steps 3 through 6 on the remaining list with the choices reduced accordingly. Continue this until only a few items remain (number determined by the group). If no clear favorite emerges by this point, have the group discuss which items should receive top priority. Or you may take one last vote.
7. At the conclusion, check with the group to make sure that they are okay with the items that have been eliminated. Group members should be given a chance to convince the group to “add back in” an item that one or two members particularly support.