



# Nominal Group Technique for collaborative action

a short introduction

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# Nominal Group Technique (NGT)

An efficient and easy method for collaborative work within your team of learners, with a project team, with a community to make sure all voices can be heard.

You can use it for:

- Defining your challenges
- Collaborative goal setting
- Selecting a preferred alternative
- Deciding on actions

*The NGT supports collaborative thinking for group members who are less vocal than others or there is a need that all participants actively participate. It can also highlight differences of opinion, that otherwise might not become apparent.*

# What do you need for NGT?

You need a:

- group of people, not too large
- set of post-its or other ways of making notes
- set of writing material
- facilitator / moderator
- work space (room or digital room) with a presentation board

For preparation you need to define the main theme and an agreement on the set time that is allocated for the steps in the process.

# Step 1 – Stating the Theme

State the problem, question, or issue that is the subject of the brainstorming and ensure that everyone understands.

# Step 2 – noting down and collecting

Each person silently thinks of ideas that come to mind when considering the problem; writes down as many as possible in a set period of time (5 to 10 minutes).

Each member states aloud one idea. The facilitator records it on the board.

No discussion is allowed, not even questions for clarification.

Continue around the group until all members pass or until an agreed-upon length of time.

# Steps 3 Discuss and organise

Discuss each idea in turn.

Wording may be changed only when the idea's originator agrees.

Ideas may be stricken from the list only by unanimous agreement or when there are duplicates.

Discussion may clarify meaning, explain logic or analysis, raise and answer questions, or state agreement or disagreement.

With the help of the facilitator the group may also combine ideas into categories.

PAR, Theory and Methods, Chevalier  
and Buckles, 2020, p 119

# Steps 4 Prioritise and conclude

Prioritise the recorded ideas in relation to the original question using multi-voting or list reduction.

Typically, the solution with the highest total ranking is selected as the final decision.

One could also include estimating the amount of work required to implement each solution by assigning it a point value; the higher the point value, the more work involved.

The facilitator summarises the conclusions for the main common ideas and the next step in the process.

# NGT recap

- a structured method for group brainstorming encouraging contributions from everyone
- facilitates quick agreement on the relative importance of issues, problems, or solutions.
- Team members begin by writing down their ideas, then selecting which idea they feel is best.
- Everyone presents their favourite idea(s); the suggestions are then discussed and prioritised by the entire group using a point system.
- The ratings of individual group members are combined into the final weighted priorities of the group.



# Our steps on Wednesday Oct 9

- Each person writes on separate sticky notes **3 challenges** for the Nemesis Orchard area: you can think about for the site itself, for the communities who protested, for the people living nearby, for associations involved, for possible actors, the environment, food consumption and production, etc...
  - 5 minutes individual writing
  - 10 minutes collecting
  - 10 minutes organising
  - 5 minutes voting
- We repeat the same process defining **3 goals** for the wider study area and the project area.

# Next step group work

- You need to define a common visions / direction of development for the project area.
- Based on this small teams (2 persons) can make a further analysis for which we can define themes such as: Next step group work governance, possible functions/land use, connection with the communities around, with any local producers.
- It might be a matrix or a graphical scheme with stakeholders, element and their relations in the food system (producers, processors, distributors, retailers, consumers).

# Next step individual work

- After this each student can, depending on his/her ambition select a main challenge and define an approach or strategy to provide a solution of an improvement regarding the selected challenge.
- Please describe your vision, goals and the general steps for this.

# References

Chevalier, J. M. & Daniel J. Buckles, 2019. Participatory Action Research. Theory and Methods for Engaged Inquiry, Routledge

Websites:

[https://en.wikipedia.org/wiki/Nominal\\_group\\_technique](https://en.wikipedia.org/wiki/Nominal_group_technique)