A List of Methods, Tools, and Resources for Harvesting
Compiled for and from the Illinois Art of Hosting Community of Practice Day on Harvesting on 5-23-2013
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Can be used for different aspects of harvesting:
* **Gather.** Collect insights, information, and ideas.
* **Synthesize**. Notice patterns, make meaning, and prioritize.
* **Communicate**. Share what happened with those not there, remind those who were there, contribute to next steps, keep conversation or harvest going post-event.

Theory of Harvesting
The Art of Harvesting (2.6) – Monica Nissen and Chris Corrigan, download version 3.0 from interchange.dk (concepts)
The Weave – page 35, plus questions (practical tools + design guidance)
Reflections on interior/exterior harvest, 4 levels of harvest from Tenneson Woolf (concepts)
Video of lunch and learn from Jeff Harper in Halifax (concepts & practical tools)
Video of Monica Nissen talking about harvesting in 2008 training (mostly concepts)

Planning –What's it for? Who's it for? When is it needed?
Harvest can be tangible or intangible. Tangible: documents, plans, pictures, etc. Intangible: trust, relationships, shared clarity, etc.
There is both a planned harvest (for issues know must address) and an emergent harvest (for what can't predict in advance).
Harvests can be done by and/or for individuals or the collective.

Questions for Harvesting
The Art of Powerful Questions – see chart on page 12, e.g., "questions for connecting ideas and finding deeper insights".
Strategic Questioning Manual – Fran Peavey
Making Questions Work – Dorothy Strachen (for purchase)
Questions from Peter Block, e.g., in the book Community: The Structure of Belonging or www.asmallgroup.net
NCDD listserv discussion on "best resources for how to ask good questions" from 3-20-2103.

Check out in a circle with a question (e.g., one word take-away, what like to see next, see Kathy Jourdain's "check out questions"). Individual harvester then turns those words and phrases into a poem, song, visual, etc.

Intentional Listening
Dedicated listener. One person is assigned to listen just for one thing. You can have multiple listeners, each listening for different themes. Consider a "keynote listener".
Team of synthesizers. "Theme Team" (America Speaks) or "Theme Catchers" (Amanda Fenton, AoH). Group of individuals chosen for ability to quickly synthesize information and identify key themes, can be used to feed back into discussions (e.g., via polling, additional questions, etc.).
Reporter. Hire a professional journalist, journalism student, or have someone act as a journalist --

listening, observing, interviewing people during event and then tell its "story".
Collective Story Harvest – process for individual storytelling + intentional listeners + group harvest, see also video

The intentional listener needs to set aside old habits of listening and take "self" out, in order to listen for commonalities, listen "to the center".

The Arts
Poems. Free-form, hip-hop, haiku, collective word walls, etc.
Word clouds. Tech tools: wordle, tagxedo
Stories. Parable, fable, myth.
Visual arts. Masks, posters, collages, visual harvests.
Skits & plays
Dance & body sculptures
Songs & music
Metaphors. Symbols. Colors. Remember: associated emotions & meaning are culturally dependent.

Mary Alice Arthur's poetry harvest. In a circle check-in, 1/3 way around circle mind-map ideas, then add quotes around it, string together quotes into a poem.

Bliss Browne's "A Learning Movement". Each person suggests a motion that captures their learning for the event. All imitate motion. Next person does it, etc. Add as a chain of 6-8 movements. Set to music as a community dance of collective learning.

Have each café table or Open Space group create a poster capturing their discussion (visuals, words, colors). Display on wall as at an art gallery. Host a cocktail-style "gallery walk" to discuss.

The eye of the artist is a "soft I". It can see the whole.

Common Spaces
Set aside common spaces all can use throughout the event to note learning, insights, sharing as is happening – e.g., "graffiti wall", bulletin board, chalk board, blank piece of paper, collective collage or installation. Can be open to anyone or curated by one person or a team.

Social Media
Twitter. Use common hashtag.
Facebook page. Linked In group.
Pictures uploaded to Instagram or Tumblr
Videos uploaded to YouTube or Vimeo
Turn any social media into story with tech tool storify
Website with blog, discussion forum, links to videos
Text message harvests. Tech tools smsharvest, polleverywhere, Textizen, socrativ
NCDD resource page on keypad polling
Participate DB database of tech tools for group participation

Consider using social media or web tools for <u>post-event</u> harvesting & continuing the discussion. See Ben Robert.

Photos
Photographs can capture mood & be information dense. Designate a photographer or ask individuals to upload photos to a common site.
Turn photos into a video with tech tool animoto
Share photos via Tumblr or photo sharing websites like Flickr

Audio & Video
Audiotape or videotape all or part of discussions, sharing/harvesting, teaching sessions.
Assemble into video story or audio story. Share on youtube, vimeo, podcast.
Conduct video interviews of people at breaks. Ask questions like "what's bubbling up", etc.
Contract with a media partner to develop a video or audio harvest.

Post-its – Index Cards
Use small pieces of paper to collect ideas, insights, questions, etc. from individual or small groups.
Post-Its: multiple sizes, 6" x 8" handy. Index cards. 8x10 sheets or cardstock, cut into smaller pieces.
Clustering (aka "affinity diagram"). As "makes sense", by pre-defined themes or categories. By an individual, as small groups, as collective.
Sorts. Sort into piles or groups. By pre-defined categories, by what "goes together", etc.

"Bingo" clustering. Each small group writes 3 key ideas on 3 separate post-its. Designated group spokesperson shares one idea at a time. People with same idea on a post-it say "bingo". Runner collects all "bingo" post-its and groups together on wall or flip chart. Quick way to share ideas & see most common.

In world café, each individual gets several post-its. Write insights and carry with as go between tables. At end, stick on flip chart with defined question-issue where it fits.

Large Paper – Flip Charts
Small groups note ideas on large flip chart paper. Can use colored markers, visuals, diagrams.
Doodling. Personal or collective note-taking & drawing (e.g., on world café tablecloths).
Mind-mapping . Tech tool www.mindmeister.com.
Graphic recording and visual harvesting. Display as stories in "gallery walks". www.grove.com sells graphic harvest templates.

Write a different question at the top of each of multiple flip chart sheets. Have participants go around the room writing answers on sheets. Gets people physically moving.

Writing
Writing can be used in multiple ways: reflective, analytical, journalistic, storytelling.
Journaling. Personal reflections. For personal use only or as basis of later sharing.

Blogging. Publicly sharing personal reflections. Good for post-event harvesting.
Newsletter style reports. Include pictures (for atmosphere and emotions) and stories (to engage). See many [examples on AoH Ning](#).
Presentations. Prezi. Powerpoint.
Written reports. Can be technical. Report fits group's needs.
Group reporting forms – e.g., from Open Space (topic, organizer, attendees, key ideas).
Individual feedback sheets, templates, questionnaires. Can use for personal reflection or to share with group or partner. It's very important what you ask.
Use reflective writing in conjunction with meditation, silence, nature, separate spaces.
Note taking on computers. Typing, writing or doodling on tablets.
Network computers.
Online document collaboration sites like google docs, hackpad, or wikis (wikispaces, [wagn](#)).

Group processes for consensus, convergence, reporting back, ending meetings, etc.
Dot voting. Use sticky dots to identify most promising ideas, important insights, etc.
Sorting. By categories, pre-defined criteria (e.g., importance, agreement).
Rank items using a scale by order of importance, relevance, etc. as a small group.
Expanding group agreement. In groups of 2, then 4, then 8, then 16, etc. agree to a statement, 5 most important ideas, etc.

"Rotating reporting" -- Each group designates a "reporter" who takes a flip chart with summary of outcomes/discussion/ideas and positions self in part of room. Participants rotate between groups, asking questions and adding information.

Use mentors to bring newcomers up to speed, share past harvests without derailing ongoing processes.
Make harvest "visible" by speaking it into the room, not just writing it on paper or drawing a poster.

For ideas see:
[International Association of Facilitators (IAF) methods database](#)
[Tree Bressen's website on consensus tools](#)
[Getting on Brilliantly](#)