

Document name: [FGD_1 Activity 6]
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OpenLearn Study Unit: [Facilitating Group Discussions]
OpenLearn url: [<http://www.open.edu/openlearn/money-management/facilitating-group-discussions/content-section-0>]



[FGD_1 Activity 6]

[Open University]

Activity 6

Below is a list of statements: read each statement and, thinking about your typical behaviour in a group, circle the number which best agrees with your assessment of your skills, where:

- 1 = disagree strongly
2 = disagree slightly
3 = neither agree nor disagree
4 = agree slightly
5 = agree strongly

1	I find it easy to get on with most people.	1	2	3	4	5
2	When I meet new people I have no problem in developing a relationship.	1	2	3	4	5
3	Even when I have strong opinions, I am able to hold my tongue.	1	2	3	4	5
4	I do not show my feelings even when I hear something I dislike.	1	2	3	4	5
5	I find it easy to let people have their say.	1	2	3	4	5
6	I am a listener rather than a talker.	1	2	3	4	5
7	I make good use of questions to establish facts.	1	2	3	4	5
8	I am not afraid to probe for underlying feelings and concerns when I feel it is appropriate.	1	2	3	4	5
9	I find it easy to observe detail.	1	2	3	4	5
10	I can interpret body language effectively.	1	2	3	4	5
11	I can quickly summarise the content of a conversation.	1	2	3	4	5
12	I find it easy to get to the heart of an issue.	1	2	3	4	5
13	I am not afraid of conflict.	1	2	3	4	5
14	I have confidence to deal with difficult situations.	1	2	3	4	5

Scoring

Now look at your scores. Add the following two questions together and note your scores.

Questions 1 and 2, which relate to empathy, score out of 10 _____

Questions 3 and 4, which relate to neutrality, score out of 10 _____

Questions 5 and 6, which relate to listening, score out of 10 _____

Questions 7 and 8, which relate to questioning, score out of 10 _____

Questions 9 and 10, which relate to observation, score out of 10 _____

Questions 11 and 12, which relate to summarising, score out of 10 _____

Questions 13 and 14, which relate to intervention, score out of 10 _____

How to interpret your scores

The average score for this questionnaire is 7 for each section. A score lower than this indicates that you need to increase your competence in this area. Above this score and you should already have the skills to help you become an effective facilitator – but practice always makes perfect!

Look at the score for each section and summarise your development needs in the box below.

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Skills which I need to develop further: