

Dot Polling

What This is procedures and options for polling the group. It is also know as Group Polling or Hot Dot Method.

When This is used in place of voting to narrow a list of issues or options to a manageable few that the group can deal with.

How **1. Invite the right people:** This method assumes that the people that show up are the right people to make the decision. Therefore people that are invited are very important to the success of the results.

2. Clarify the List: Gather the information, perceptions, and/or data that identifies issues or options which must be addresses relative to the purpose of the session. Remove duplications and ensure everyone understands each item.

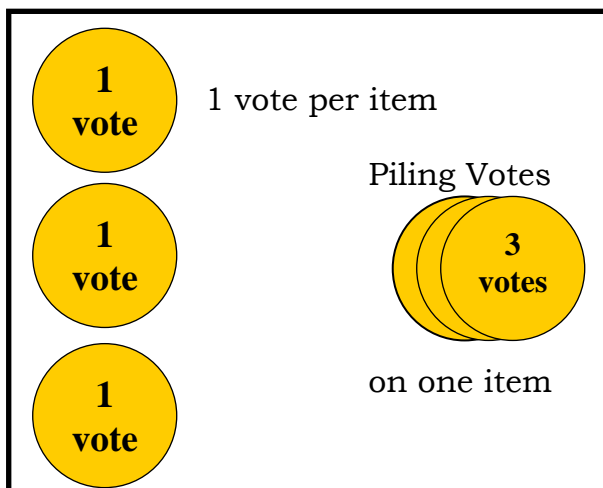
3. Determine the Number of Votes: Use the 1/3+ method to narrow the options for further prioritization. Count the total number of items. Divide by 3. Add 1. $(N/3 + 1)$.

4. Determine Polling Method: In Dot Polling a single color dot is used to register a vote. The dot may be made with a marker, on the participants honor, or with colored self-adhesive dot labels.

Piling: Determine if individuals can Pile one or more of their votes on one or two items or if there will be only one dot per item. Piling can change the weight of the results. This means that if you are using dot polling to set priorities and allow piling one person can have an unusual impact on the results. If your group is reducing the field for a later decision Piling may not have the same level of impact.

Order: If you are using self-adhesive dots for the poll have everyone get up together to post their vote. This will provide some anonymity to the otherwise more public votes. If you are using a marker the polling order is limited to the number of available markers.

5. Compile the Results: At the conclusion of the voting add up the votes for each and number the items with the one receiving the most votes as #1 to the one receiving the least votes. Determine how many will be carried forward to the next phase of the groups work.



Alternatives:

If you want the dots to have a weighted scale of value (Pri 1=5, Pri 2=3, Pri 3=1) use the **Multi-Voting** technique with 3 or 4 different colored dots.

Use the **Nominal Group Technique** for prioritizing these results or a smaller groups of options using a table format.