

How to Count Off

1. Decide how many people you want in each group.
For example, in Empathy and Sharing a Conflict, 4 people is a good number and it is the maximum number.
2. Count the number of participants plus any facilitators who will be participating.
3. Divide the number of people participating by the number you want in each group and that is the number of groups you need.
For example, if there are 12 people participating and you want 4 people in each group, you would count off by 12 divided by 4 = 3. You would count off by 3.

If there were 13 people participating and you want no more than 4 in each group, you would count off by 13 divided by 4 = 3.25. You must round up to 4 so that there is no more than 4 in each group. Three of the four groups will have three people and one group will have 4 people.

For Quick Decisions we want 3 people in each group. If there are 15 people participating you would count off by 15 divided by 3 = 5. You would count off by 5 and there will be 5 groups. If there are 17 people participating and you want 3 people in each group, but 2 people in a group is too small, you would count off by 17 divided by 3 = 5.67. You would still count off by 5 because to round up to 6 in this case would result in one group of 2. Staying at 5 means there would be three groups of 3 each and two groups of 4 each which is okay for Quick Decisions.

For Broken Squares, we need groups of 4 or 5 people in each group.

Good luck and have fun!