

**A Staff Development Activity:
"Increasing the Joy, Laughter and Fun in the Workplace"
developed by
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Step 1. Participants are organized in teams of not less than 4 members nor larger than 6 members.

Step 2. Each team has the following materials:

- 1 pen or pencil
- 1 post it pad (3" by 3") for each member (one pad can be separated into quarters)
- 1 file folder

Step 3. The following instructions are provided:

"In a few minutes, I am going to read you one question that we all are going to answer. Once you are given the question, your first task is to work individually and in silence for a period of six minutes. I will say 'Start' at the beginning of the six minutes and 'Stop' when the time is over."

"During the six minute period, you are to write down as many ideas as you can to answer the question you will be given. Each idea should be on a separate post it sheet."

Step 4. Instructions

"Here is our question. Remember that we only have six minutes to generate as many separate answers as we can - so we have to stay focused and work fast. The question is:

'What organized activities and/or events would you suggest to increase the joy, laughter and fun at work? The activities should be realistic in terms of financial cost and time commitment. You may now begin.'

Step 5. When the six minute individual writing period is complete, the group is instructed:

"Now, starting with the person whose birthday is closest to Jan. 1 and going next to that person's left, each person in your team is to share one of his/her ideas at a time. Once the idea has been shared it is to be attached to the file folder and the next person shares one of his/her ideas. Continue going around the team, taking turns sharing one of your ideas at a time, until all the ideas are shared and posted on file folder."

Step 6.

After all ideas have been posted, "Now that all the ideas in your team have been shared, I want each team to select the top five activities that the team believes would be most effective to implement in the workplace. Each team should number their choices 1 through 5. You will be asked to share your team's five selections with the larger group."

Step 7.

Following the selection of each team's top five choices, one person from each team is identified by the team to share the selected activities with the larger group. It is important to have each team share only one choice per turn. For example, Team A shares its top choice, and then Team B shares its top choice, etc.

Step 8.

Final Instructions: "On a separate post it sheet, please answer the following question by writing Yes or No. 'Would you be willing to volunteer to serve on a Fun Committee? The Fun Committee will meet to select activities from the master list to develop a plan of implementation. If your answer is yes, that you would willing to serve on the new committee, please add your name and leave it with me.'"

All top 5 activities from each team are collected as well as a list of individuals willing to volunteer to serve on the Fun Committee. The Fun Committee members are selected and provided the list created by the activity. The list includes the top selected items as well as the left over post it ideas.