0	OBJECTIVE	Facts, external reality	e.g. <b>What</b> did the speaker say or
			do?
R	REFLECTIVE	Internal personal	e.g. Gut reaction: Where have you
		reaction	heard or seen something like this
			before?
Ι	INTERPRETIVE	Insights, patterns of	e.g. So what?: Why do you think it
		meaning,	was said or why do you think it
		implications	happened?
D	DECISIONAL	Resolve, next steps,	e.g. Now what?: How might this
		actions	learning or insight be used?

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0	OBJECTIVE	1.	What words or phrases do you remember from the presentation?
			What were some key ideas or images in the presentation?
		2.	
R	REFLECTIVE	3.	Where were you surprised?
		4.	What was a high point of the presentation for you?
Ι	INTERPR'VE	5.	What was the talk saying? What was it about?
			What issues does this dialogue bring up for you?
		6.	What are some deeper questions we could ask the presenter,
			or explore ourselves?
		7.	
D	DECISIONAL	8.	What can we do about these issues? What actions can we
			take?
			What would be our first step?
		9.	-

## THE OBJECTIVE LEVEL IN A NUTSHELL

Focus of the questions	Data, the "facts" about the topic, external reality	
What it does for the group	Ensures that everyone deals with the same body of data	
	and all the aspects	
Questions are in relation to	The senses: what is seen and heard and touched etc.	
Key questions	What objects do you see? What words or phrases stand	
	out? What happened?	
Traps and pitfalls	Asking closed questions, or questions not specific enough;	
	no clear focus; ignoring objective questions because "they	
	are too trivial″	
If this level is omitted	There will be no shared image of what the group is	
	discussing; the various comments will seem unrelated	

Focus of the questions	Internal relationship to the data	
What it does for the group	Reveals its initial responses	
Questions are in relation to	Feelings, moods, emotional tones, memories or	
	associations	
Key questions	What does it remind you of? How does it make you feel?	
	Where were you surprised? Where delighted? Where did	
	you struggle?	
Traps and pitfalls	Limiting the discussion to an either/or survey of likes and	
	dislikes	
If this level is omitted	The world of intuition, emotion and imagination is	
	ignored	

#### THE REFLECTIVE LEVEL IN A NUTSHELL

#### THE INTERPRETIVE LEVEL IN A NUTSHELL

THE INTERPRETIVE LEVEL IN A NOTSHELL		
Focus of the questions	The life meaning of the topic	
What it does for the group	Draws out the significance from the data for the group	
Questions are in relation to	Layers of meaning, purpose, significance, implications,	
	"story" and values; considering alternatives, options	
Key questions	What is happening here? What is this all about? What	
	does all this mean for us? How will this affect our work?	
	What are we learning from this? What is the insight?	
Traps and pitfalls	Abusing the data by inserting pre-cooked meaning;	
	intellectualizing, abstracting; judging responses as right or	
	wrong	
If this level is omitted	Group gets no chance to make sense of the first two levels;	
	no higher-order thinking goes into decision-making	

### THE DECISIONAL LEVEL IN A NUTSHELL

Focus of the questions	Resolution, implications, new directions	
What it does for the group	Makes the conversation relevant for the future	
Questions are in relation to	Consensus, implementation, action	
Key questions	What is our response? What decision is called for?	
	What are the next steps?	
Traps and pitfalls	Forcing a decision when group is not ready or	
	avoiding pushing group for decision	
If this level is omitted	The responses from the first three levels are not	
	applied or tested in real life	

Brian Stanfield for The Canadian Institute of Cultural Affairs (ed.) (2000) *The Art of Focused Conversation: 100 ways to access group wisdom in the workplace,* New Society Publishers,pp.26-28