FRONTLINE LEADERSHIP · SESSION WORKSHEET

Six Thinking Hats



1 Creative Hit List

What would you like new thinking on? Choose a topic area or a problem.

For example: *"I need new thinking around dinner recipes or managing my time."*
"How can we sell more of this product or service?"
"Employees are leaving. How do we retain our current employees?"

1. _____

2. _____

3. _____

2 Six Hats Group Breakout

Total time: about 11½ minutes

BEFORE YOU BEGIN — ASSIGN ROLES

Blue Hat leads & reports out _____ **Scribe** records ideas _____ **Timekeeper** keeps us on pace _____

STEP	HAT	TIME	THINKING MODE	GUIDING QUESTION
1	**Blue**	1 min	**Process**	Share the focus; confirm scribe and timekeeper.
2	**Red**	30 sec	**Feelings**	In one word, what do you feel about this topic?
3	**White**	2 min	**Information**	What facts do we have? What do we need to know?
4	**Yellow**	2 min	**Logical positives**	What are the benefits and value?
5	**Black**	2 min	**Logical negatives**	What are the risks, problems, and concerns?
6	**Green**	3 min	**Creativity**	What new ideas, options, or alternatives emerge?
7	**Blue**	1 min	**Summary**	Summarize key takeaways for the report-out.

The Blue Hat will report your group's summary when we return to the full session.