TEAMBUILDING ACTIVITIES & ICEBREAKERS FOR THE VIRTUAL ENVIRONMENT

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START WITH THE END IN MIND

When it comes to team building, it's important to identify what you want your participants to get out of the experience. Are you looking to simply have people get to know each other better, or have them learn to work together as a team to accomplish tasks? Sometimes the need for team building activities stems from a problem seen throughout the organization, such as lack of productivity or difficulty of cooperation between departments. Determining the outcomes you have for your group, will help you plan and decide which activities are the right fit for the group.

It is also helpful to think about what stage of group development your team finds itself. Are they brand new? Have they been working together for a while? Much like the outcomes, knowing where your group falls on the scale will only help you find the best activities for success.
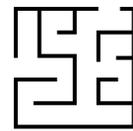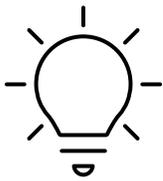
COMMON OUTCOMES

Getting to Know You
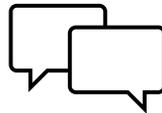
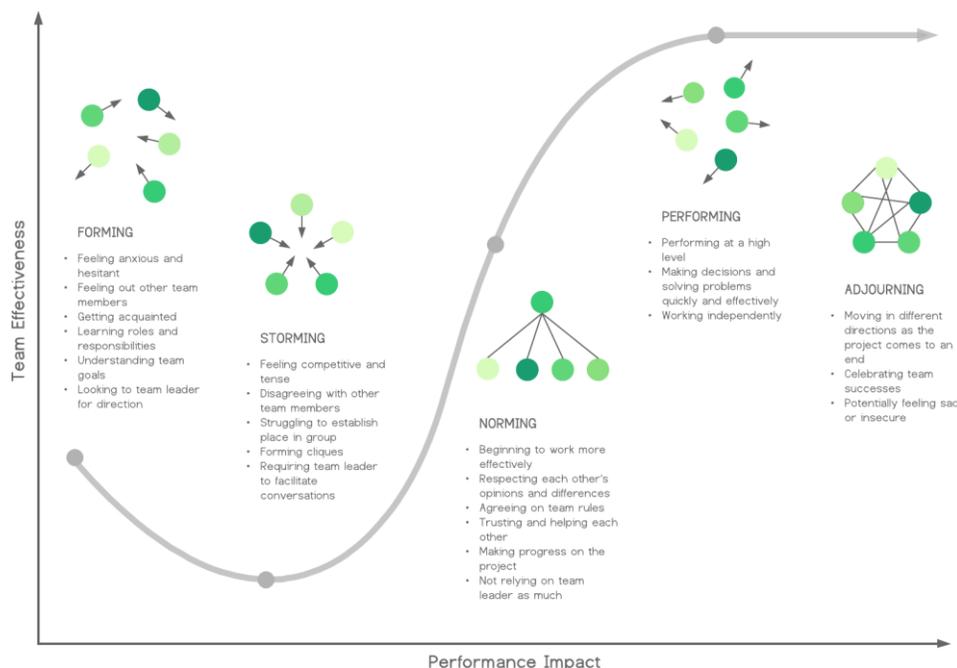Improved Communication

Problem Solving

Creativity

Confidence

Fun!

Tuckman's Stages of Group Development

Team Effectiveness

FORMING
- Feeling anxious and hesitant
- Feeling out other team members
- Getting acquainted
- Learning roles and responsibilities
- Understanding team goals
- Looking to team leader for direction

STORMING
- Feeling competitive and tense
- Disagreeing with other team members
- Struggling to establish place in group
- Forming cliques
- Requiring team leader to facilitate conversations

NORMING
- Beginning to work more effectively
- Respecting each other's opinions and differences
- Agreeing on team rules
- Trusting and helping each other
- Making progress on the project
- Not relying on team leader as much

PERFORMING
- Performing at a high level
- Making decisions and solving problems quickly and effectively
- Working independently

ADJOURNING
- Moving in different directions as the project comes to an end
- Celebrating team successes
- Potentially feeling sad or insecure

Performance Impact

VIRTUAL TOOLS & RESOURCES

OVERVIEW

Breakout rooms allow you to split your Zoom meeting in up to 50 separate sessions. The meeting host can choose to split the participants of the meeting into these separate sessions automatically or manually, and can switch between sessions at any time. Breakout rooms can be very helpful when facilitating activities for a large group that may need to be in smaller groups for the objective to be more effective and successful.

THINGS TO NOTE:

- Make sure you enable breakout rooms when you are initially setting up your Zoom Meeting.

  - You can also pre-assign participants into breakout rooms when you are setting up your Zoom Meeting if you would like, instead of managing this process during the meeting.

CREATING BREAKOUT ROOMS:

1. Begin your Zoom meeting.

2. When you are ready to send your participants into their Breakout Rooms, simply click on the Breakout Rooms icon.
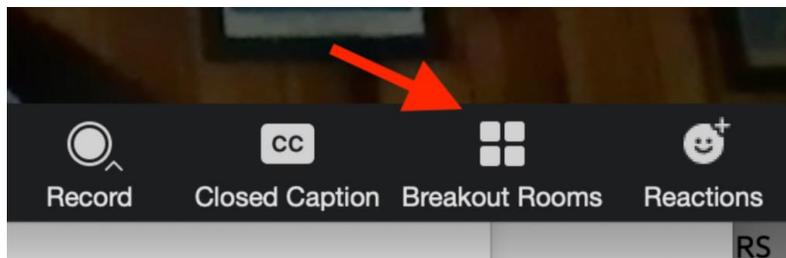

3. Clicking on this icon will open a pop-up window asking you to select the number of rooms you would like to create, and how you would like to assign your participants to those rooms:

- **Automatically**: Let Zoom split your participants up evenly into each of the rooms.

- **Manually**: Choose which participants you would like in each room.

4. Once you have selected your preferences, click **Create Breakout Rooms**.

5. If you selected to Manually select participants for each room, below are the instructions for assigning participants.

1. To assign participants to your rooms, select **Assign** next to the room you wish to assign participants to and select participants you want to assign to that room. Repeat this for each room.
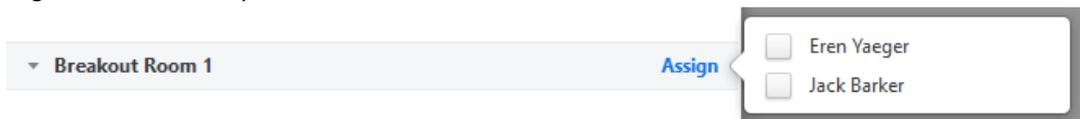
2. Once a participant has been assigned (manually or automatically), the number of participants will show in place of the **Assign** button.
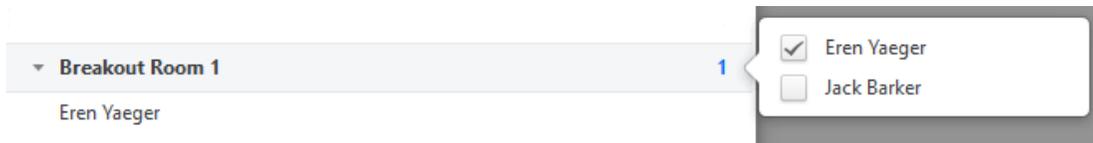
6. Your rooms will be created, but will not start automatically. There are additional options you can manage prior to starting them. Click on Options to view additional breakout room options.
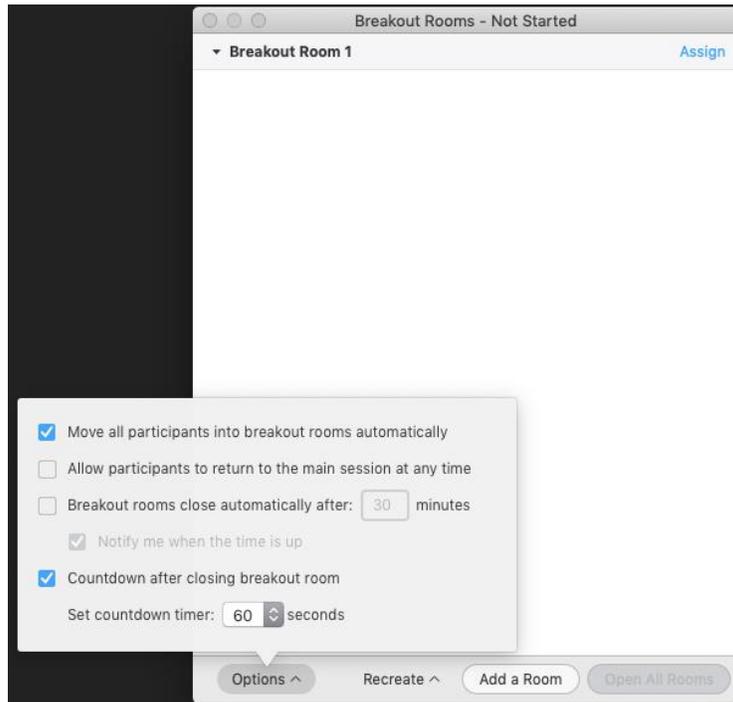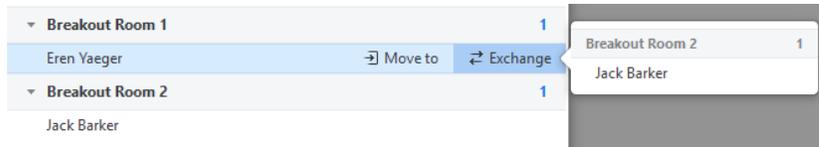

OPTIONS FOR BREAKOUT ROOMS:

- **Move all participants into breakout rooms automatically:** Checking this option will move all participants into the breakout rooms automatically. If this option is unchecked, the participants will need to click **Join** to be added to the breakout room.

- **Allow participants to return to the main session at any time:** If this option is checked, the participants can move back to the main session from their meeting controls. If this is disabled, they need to wait for the host to end the breakout rooms.

- **Breakout rooms close automatically after x minutes:** If this option is checked, the breakout rooms will automatically end after the configured time.

- **Notify me when the time is up:** If this option is checked, the host will be notified when the breakout room time is up.

- **Countdown after closing breakout rooms:** If this option is checked, the participants will be given a countdown of how much time they have left before being returned to the main room.

7. Whether you manually or automatically assign participants to rooms, you can rearrange the participants. See the instructions below to rearrange participants. *Participants who are not assigned to breakout sessions will remain in the main meeting when the rooms are started.*

1. **Move to** (participant): Select a room to move the participant to.

Breakout Room 1	1	
Eren Yaeger	➡ Move to	**Breakout Room 2** 1
▾ Breakout Room 2	1	
Jack Barker		
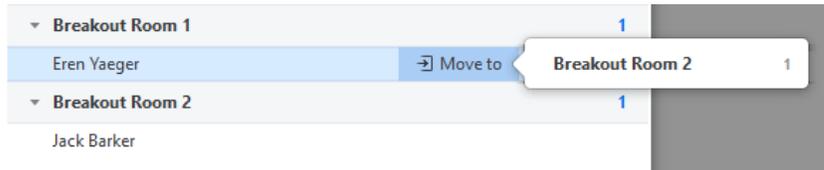
2. **Exchange** (participant): Select a participant in another room to swap the selected participant with.

▾ Breakout Room 1	1		Breakout Room 2	1
Eren Yaeger	➡ Move to	⇄ Exchange	Jack Barker	
▾ Breakout Room 2	1			
Jack Barker				

3. You also have the option to **Delete Room, Recreate Room, and Add a Room**

8. **Open All Rooms** will start the rooms. All participants will be moved to their respective rooms after confirming the prompt to join the breakout room. The host will be left in the main meeting until manually joining one of the rooms. The participants (and the host when manually joining a room) will see the following message shown when joining the breakout room.

→ ▦

Joining Breakout Rooms...

Breakout Room 1
It may take a few moments.
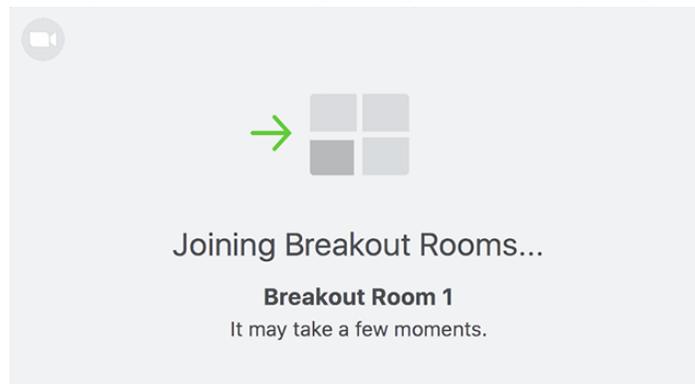
MANAGING BREAKOUT ROOMS IN PROGRESS

Once the breakout rooms have been started, the participants will be asked to join the Breakout Session. The host will stay in the main meeting until joining a session manually. If a participant has not joined the session yet, it will be noted by **(not joined)** next to their name.

▾ Breakout Room 1 Join ● Eren Yaeger ▾ Breakout Room 2 Join ● Jack Barker Broadcast a message to all ▲ Close All Rooms	• **Join**: Join the breakout room. • **Leave**: Leave the room and return to the main meeting (only shows when in a breakout room). • **Close All Rooms**: Stops all rooms after a 60 second countdown, shown to the host and participants, and returns all participants back to the main meeting. • **Responding to requests for help:** Participants in breakout rooms can request that the meeting host join their meeting by clicking **Ask for Help.** [?] You will be prompted to join the room where the request originated from.

BROADCASTING A MESSAGE TO ALL BREAKOUT ROOMS

The host can broadcast a message to all breakout rooms to share information with all participants.

1. Click **breakout rooms** in the meeting controls.

2. Click **Broadcast a message to all**, enter your message and click **Broadcast**.
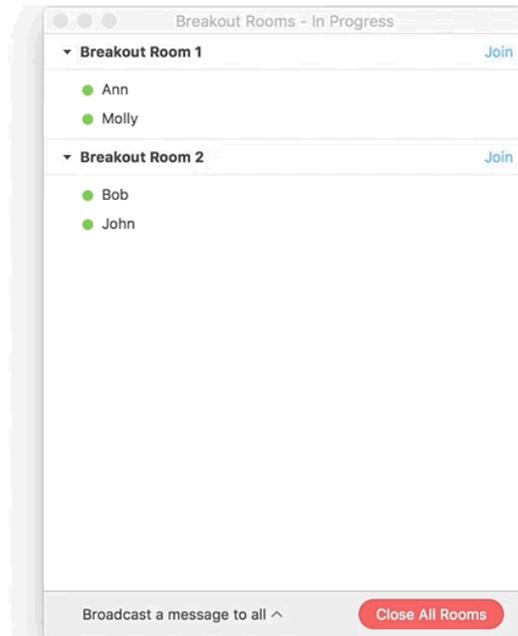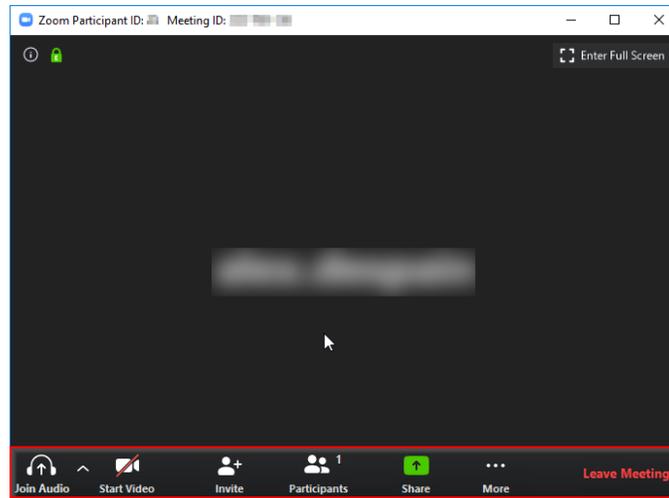
OVERVIEW

The whiteboard feature on Zoom will allow you to share a whiteboard that you and other participants can annotate (draw or type) on. This tool can be helpful for collaborative projects as well as many activities that might involve a drawing or typing element.

SHARING A WHITEBOARD

1. Click the **Share Screen** button located in your meeting tool bar.

2. Click **Whiteboard**.
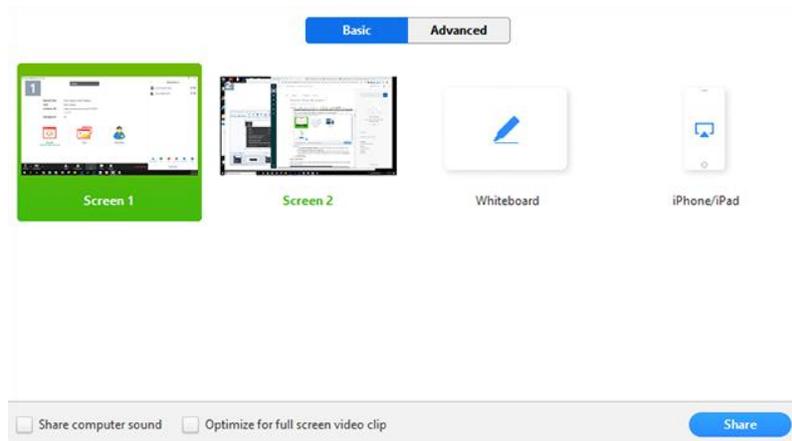
3. Click **Share**.

4. From this shared screen, the screen sharer, and the other participants will have the ability to use the annotation tools, which we will discuss in more detail later in this document.

5. If you would like to use multiple whiteboard pages, use the page controls in the bottom-right corner of the whiteboard to create new pages and switch between pages. *Note: Only the participant or host that started sharing the whiteboard has access to create and switch pages.*

6. When you are done utilizing the whiteboard, click **Stop Share**.

OVERVIEW

Meeting participants can annotate (draw or type) on a shared screen as a viewer, or as the screen sharer. These same tools can also be used when sharing or viewing the Whiteboard, mentioned in the above section. The annotate tool is a great resource for the virtual teambuilders toolbox. It allows your participants to participate in a variety of different ice breakers, brain breaks, and team initiatives just as they would if they were sitting around the table together. It can also be an easy, quick way to get feedback from a large group, without people having to share out one by one.

THINGS TO NOTE:

- Make sure your annotation tool is enabled in your Zoom Settings.

ACCESSING ANNOTATION TOOLS:

1. Once in screen share or whiteboard mode, the annotation controls should be displayed. If you don't see the annotation tools, click Annotate (if you are sharing your screen) or Whiteboard (if you are sharing a whiteboard).
    1. While viewing a shared screen or shared whiteboard, click **View Options** then **Annotate** at the top.

ANNOTATION TOOLS
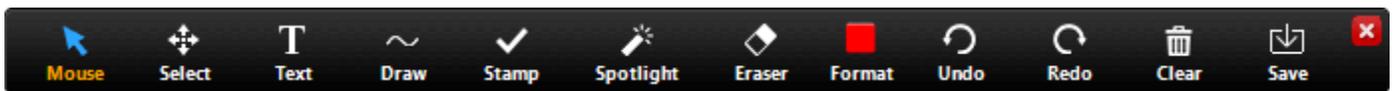
Note: The Select, Spotlight, and Save options are only available if you started the shared screen or whiteboard.

Mouse	Deactivate annotation tools and switch to your mouse pointer. This button is blue if annotation tools are deactivated.
Select	Select, move, or resize your annotations. To select several annotations at once, click and drag your mouse to display a selection area.
Text	Insert text.
Draw	Insert lines, arrows, and shapes.
Stamp	Insert predefined icons like a check mark or star.
Spotlight	Displays your mouse pointer to all participants when your mouse is within the area being shared. Use this to point out parts of the screen to other participants.
Arrow	Displays a small arrow instead of your mouse pointer. Click to insert an arrow that displays your name. Each subsequent click will remove the previous arrow placed. You can use this feature to point out your annotations to other participants.
Eraser	Click and drag to erase parts of your annotation.
Format	Change the formatting options of annotations tools like color, line width, and font.
Undo	Undo your latest annotation.
Redo	Redo your latest annotation that you undid.
Clear	Delete all annotations.
Save	Save all annotations on the screen as a screenshot. The screenshot is saved to the local recording location.

ANNOTATION SETTINGS

If you started the shared screen or whiteboard, click **More** in the screen share controls for these annotation settings:

- **Allow/Disable participants annotation**: Allow or prevent the participants from annotating on your shared screen.
- **Show/Hide Names of Annotators**: Show or hide the participants' name when they are annotating. If set to show, the participant's name will briefly display beside their annotation.

OVERVIEW

The polling feature for meetings allows you to create single choice or multiple choice polling questions for your meetings. You will be able to launch the poll during your meeting and gather the responses from your attendees. Polls are a great way to squeeze in an icebreaker or two at the beginning or throughout a meeting. They are a great way to keep your participants engaged.

THINGS TO NOTE:

- Participants on the mobile app can use polling, but hosts need to be using the desktop client to manage polling.
- Only the original meeting host can edit or add polls during a meeting. If the host or co-host role is transferred to another user, that user will only be able to launch polls already created.
- Make sure that you have the Polls feature enabled in your Zoom settings.

CREATING A POLL

1. Go to the Settings page of your scheduled Zoom meeting. If you do not have a scheduled meeting, schedule a meeting now.
2. From the meeting management page, scroll to the bottom to find the Poll option. Click **Add** to begin creating the poll.

You have not created any poll yet.	Add

3. Enter a title and your first question.
    1. (Optional) Check the box to make the poll anonymous, which will keep the participant's polling information anonymous in the meeting and in the reports.
    2. Select whether you want the question to be single choice (participants can only choose one answer) or multiple choice question (participants can choose multiple answers).

4. Type in the answers to your question and click **Save** at the bottom.
5. If you would like to add a new question, click **Add a Question** to create a new question for that particular poll.


6. You can add more polls by repeating Step 2. *Note: You can only create a max of 25 polls for a single meeting.*
    1. You can also create a poll by clicking **Polling** during the meeting. This will open up your default web browser where you can add additional polls or questions.

LAUNCHING A POLL

1. Start the scheduled Zoom meeting that has polling enabled.

2. Click **Polls** in the meeting controls.
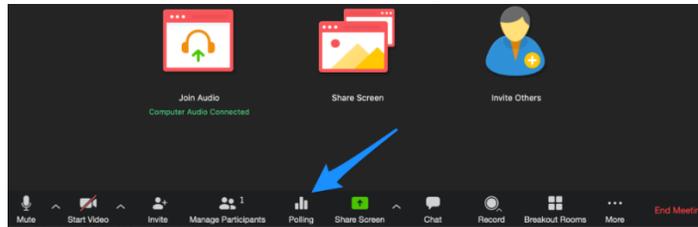
3. Not all polls will appear at once, so you will need to select the poll you would like to launch.

4. Click **Launch Poll.**
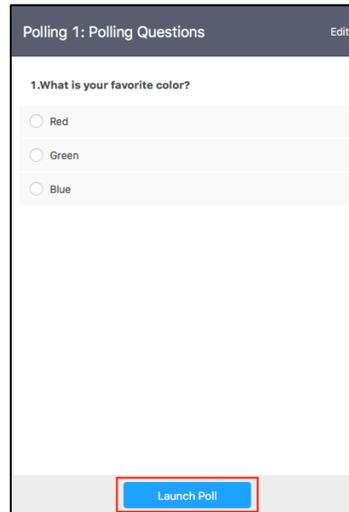
5. The participants in the meeting will now be prompted to answer the polling questions. The host will be able to see the results live.
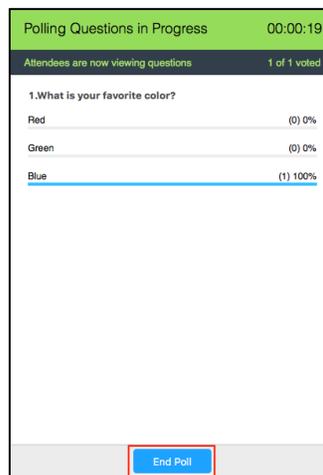
6. Once you would like to stop the poll, click **End Poll.**

7. If you would like to share the results to the participants in the meeting, click **Share Results.**
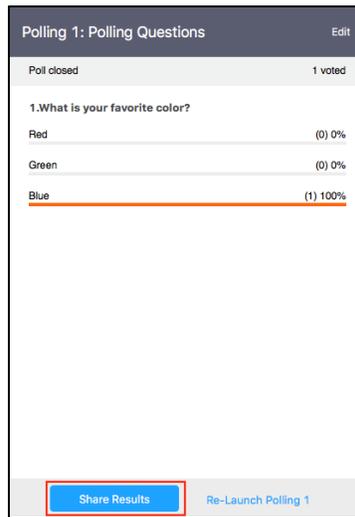
8. To launch the next poll, simple follow the instructions above and select the next poll you would like to administer.

OTHER POLLING OPTIONS

There are other online polling platforms such as www.PollingEverywhere.com and www.Menti.com that can also be used for instant and interactive answers to questions, with both live and virtual audiences. Questions can be single select, multiple choice, open ended, or even include an interactive map feature!

ESCAPE ROOMS

Escape rooms quickly became a popular activity, and it is no wonder why many people utilize them as a teambuilding experience. They require teams to work on many different skills, including creativity, communication, critical thinking, mental agility, and of course problem solving!

The good news is there are many virtual escape room options that your team can still participate in! Also, there are many websites and resources out there on how you can create your own virtual Escape Room. Below are a few of our favorites:

Hogwarts Digital Escape Room

Cinderella Escapes

Sherlock Holmes Digital Escape Room

A Variety of Simple Virtual Escape Challenges

To facilitate with your group, simply have one person share their screen with the virtual escape room up and ready to go. This person will work as the controller or mouse operator. Have the group work together to solve the clues!

SCAVENGER HUNTS

Scavenger Hunts are about sending team members to accomplish fun and ridiculous tasks, and can easily be adapted to the virtual world. They can be great icebreaker activities to kick off a meeting, or a nice way to break up the agenda with an interactive activity. You can create your own list and rules, or utilize a scavenger hunt platform, such as GooseChase or Actionbound. Once your participants are done "hunting" have them share stories, videos, or photos with the rest of the group!

ONLINE GAMES

Sometimes the best teambuilder is as simple as a shared community experience. Game nights are a wonderful informal social opportunities and the great news is that there are many different game variations available online! They come in all shapes and sizes, some cost while others are free. Find the one you think your team would enjoy the most! Here is a great resource with many different options all in one place: Options for Online Board Games

ICEBREAKER ACTIVITIES

CONCEPT: When it comes to "getting to know you" type of activities, there is a multitude of questions and ways to facilitate. We have put together a list of 100 questions that you can choose from, or feel free to think of your own!

DIRECTIONS: There are many different ways you can go about asking these "get to know you" questions:

- Simply listing them out on the screen, and having participants take turns answering them.
- Assigning a question to a number on a die, and then having participants role the die and answer the corresponding question.
  - You could use this same concept with lots of things: cards, candy flavors, etc.

100 Possible Questions

1. If you could use a time machine, would you travel to the future or to the past? When, and where would you go?
2. If you could have free, unlimited service for 5 years from an extremely good cook, chauffeur, housekeeper, masseuse, or personal secretary, which would you choose?
3. Who is one person you would want to have dinner with? Dead or alive.
4. When you are old, what do you think children will ask you to tell stories about?
5. What weird food combinations do you really enjoy?
6. If your job gave you a surprise three day paid break to rest and recuperate, what would you do with those three days?
7. What movie can you watch over and over without ever getting tired of?
8. What's the best / worst practical joke that you've played on someone or that was played on you?
9. What food have you never eaten but would really like to try?
10. What food is delicious but a pain to eat?
11. Who was your strangest / most interesting teacher?
12. What was the last photo you took?
13. Where are some unusual places you've been?
14. What riddles do you know?
15. What's your cure for hiccups?
16. Do you think that aliens exist?
17. What mythical creature do you wish actually existed?
18. What are your most important rules when going on a date?
19. If someone narrated your life, who would you want to be the narrator?
20. What's the funniest joke you know by heart?
21. What TV show character would it be the most fun to change places with for a week?
22. What was cool when you were young but isn't cool now?

51. What movie universe would be the worst to live out your life in?
52. Who do you feel like you know even though you've never met them?
53. What's the most ridiculous animal on the planet?
54. What's the worst thing you've eaten out of politeness?
55. What's the most historic thing that has happened in your lifetime?
56. What happens in your country regularly that people in most countries would find strange or bizarre?
57. If you built a themed hotel, what would the theme be and what would the rooms look like?
58. What movie or book do you know the most quotes from?
59. What was one of the most interesting concerts you've been to?
60. What are some misconceptions about your hobby?
61. What's the most annoying noise?
62. What inconsequential super power would you like to have?
63. What qualities do all your friends have in common?
64. What odd smell do you really enjoy?
65. What's the coolest animal you've seen in the wild?
66. What fashion trend makes you cringe or laugh every time you see it?
67. What's your secret talent?
68. What naps are the most satisfying?
69. What's the weirdest thing you've found lying on the ground / side of the road?
70. What always cheers you up when you think about it?
71. What's the most boring sport, and what would you do to make it more exciting?
72. What's fine in small numbers but terrifying in large numbers?

23. What game have you spent the most hours playing?

24. What's the hardest you've ever worked?

25. What artist or band do you always recommend when someone asks for a music recommendation?

26. If you could have an all-expenses paid trip to see any famous world monument, which monument would you choose?

27. If animals could talk, which animal would be the most annoying?

28. Do you eat food that's past its expiration date if it still smells and looks fine?

29. What's the most ridiculous thing you have bought?

30. What outdoor activity haven't you tried, but would like to?

31. What songs hit you with a wave of nostalgia every time you hear them?

32. What's the most interesting documentary you've ever watched?

33. What was the last song you sung along to?

34. What app can you not believe someone hasn't made yet?

35. If you were given five million dollars to open a small museum, what kind of museum would you create?

36. Which of your vices or bad habits would be the hardest to give up?

37. What bit of trivia do you know that is very interesting but also very useless?

38. What animal or plant do you think should be renamed?

39. What was the best thing that happened to you today?

40. What languages do you wish you could speak?

41. What's the most pleasant sounding accent?

42. What's the funniest word in the English language?

43. Who do you wish you could get back into contact with?

44. How do you make yourself sleep when you can't seem to get to sleep?

45. What are some of the best vacations you've had?

46. What animal would be the most terrifying if it could speak?

47. What's the worst hairstyle you've ever had?

48. What's the opposite of a koala?

49. What kinds of things do you like to cook or are good at cooking?

50. What life skills are rarely taught but extremely useful?

73. Do you like things to be carefully planned or do you prefer to just go with the flow?

74. An epic feast is held in your honor, what's on the table?

75. Who is the most creative person you know?

76. What did you like / dislike about where you grew up?

77. What elements of pop culture will be forever tied in your mind to your childhood?

78. What's your good luck charm?

79. When was the last time you stayed up through the entire night?

80. What's the oldest thing you own?

81. What piece of "art" would you create if you had to pretend to be an artist and submit something to a gallery?

82. What do you do to make the world a better place?

83. If you were hired to show tourists what life is really like where you live, what would you show them / have them do?

84. What nicknames do you have for people in your life?

85. What's the most boring super hero you can come up with?

86. What word is a lot of fun to say?

87. What is something you are obsessed with?

88. What's your favorite way to waste time?

89. Who is your oldest friend? Where did you meet them?

90. If you had intro music, what song would it be? Why?

91. What three words best describe you?

92. What would be your perfect weekend?

93. What is the strangest dream you have ever had?

94. What is the most annoying habit someone can have?

95. What do you bring with you everywhere you go?

96. If you had to change your name, what would your new name be?

97. If you could learn the answer to one question about your future, what would the question be?

98. What do you do to improve your mood when you are in a bad mood?

99. What is the silliest fear you have?

100. What smell brings back great memories?

CONCEPT: This is the age-old game of "have you ever" but with a twist. It is simple to incorporate into the virtual world, and can also be a great way to get folks out of their chairs and moving around.

DIRECTIONS: Create several 'have you ever…' prompts in your slide deck. Invite participants to stand up on the prompts they have done. This creates more movement into your presentation. Encourage participants to move their chairs about 3 feet away from the camera so you can still see their full body when they stand up. There are a few example prompts below.

Stand up if you have ever…

1. *Eaten a whole pizza by yourself.*
2. *Cried during a Pixar movie.*
3. *Smuggled food or candy into a movie theater.*
4. *Tried to cut your own hair.*
5. *Re-gifted something that was gifted to you.*
6. *Been to Mt. Rushmore.*
7. *Gone skydiving.*
8. *Sung karaoke.*
9. *Missed a high five.*
10. *Traveled to a different country.*

THE HOT SEAT

CONCEPT: An interactive get to know you game, where the participants come up with the questions.

DIRECTIONS: Have participants volunteer to be in the "hot seat" one at a time. Set a timer for 60 seconds, and during that 60 seconds the other participants are able to ask the person in the "hot seat" questions. The goal for the person in the "hot seat" is to say "umm" the least amount of times in their responses. Have a designated "umm" counter in your group, and keep tally as each person takes their turn in the "hot seat"!

TWO TRUTHS & A LIE

CONCEPT: This is an incredibly easy ice breaker game to play that does not require any materials, just a group of people.

DIRECTIONS: Have each participant introduce themselves by stating two truths and one lie. They don't have to be intimate, life-revealing things, just simple hobbies, interests, or past experiences that make each person unique. The lie can be outrageous, wacky, or sound like a truth, making it even harder for the other participants who have to guess which statement is a lie. Each participant then shares out one at a time, and the group has to guess which statements are true, and which statement is a lie.

PERSONAL ARTIFACTS

CONCEPT: A quick game for folks to get to know each other, utilizing the things around them.

DIRECTIONS: Using only what they can find in their bag, room, or house, have the participants build something that represents them. Give the participants 1-2 minutes to work on their creations, and then have everyone go around and share it out to the group!


PENNY FOR YOUR THOUGHTS

CONCEPT: Another quick and easy icebreaker activity that requires little to no equipment/props.

DIRECTIONS: Ask each participant to find a penny, or provide images of coins with different years on them. Ask participants to look for the date on their coin and share with the rest of the group something significant or interesting that happened to them in that year. If the penny is dated before you were born, think about what happened in the world that year that might have had an impact on your current life. Have participants share their responses with the group.

SIX WORD MEMOIR

CONCEPT: Legend has it that Ernest Hemingway used six words to pen his shortest work of fiction: For sale: baby shoes, never worn. Take the idea of the six-word memoir and turn it into an introduction game for your students.

DIRECTIONS: Have participants take a few minutes to create their six word memoir that best represents them. It could be six separate words they feel describe them, or a phrase that encompasses their life or experiences. Once participants have come up with their memoir, have them share them out to the group!
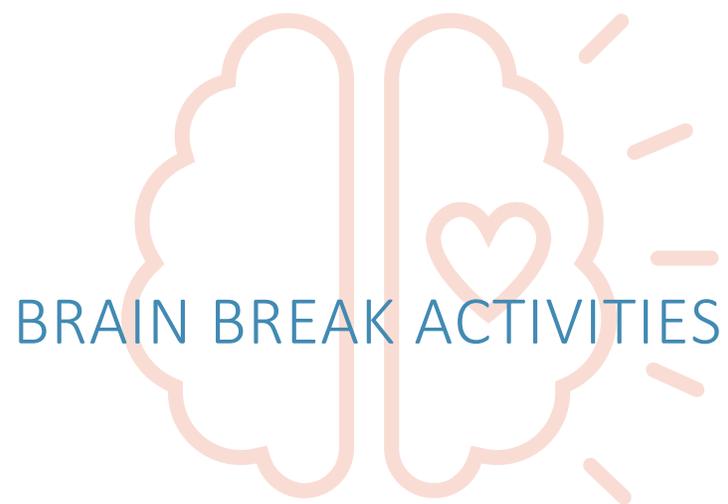
BRAIN BREAK ACTIVITIES

CONCEPT: A brain teaser, great for taking a break during a meeting while connecting with others in your group.

DIRECTIONS: If in a larger group, break up folks into groups of 2-3 people. (You can utilize the breakout rooms if facilitating virtually). Select one person to go first. Have them use their video and allow the other folks in the room to look at them for 10-15 seconds. Then, have the person turn their video/camera off, and change three things about their appearance. Have the person return to the group with their video/camera on, and have the others try and guess the three things they changed. Then rotate through until everyone in the smaller group has had a chance to change three things.


SIX COUNT

CONCEPT: A short activity that requires concentration and multi-tasking. This is an excellent brain break or warm up activity for participants.

DIRECTIONS: The goal of Six Count is to have an individual or team work together to a full six count. Instruct the participants to stand up, and let them know you are going to test them on team coordination. The test is simple. First, let them know that their right arm will be placed in only two positions – either straight up by the ear or straight down by the waist. The left arm will be in three positions, straight up by their ear, out to the side like an airplane wing or straight down by the side. When instructed they will move their arms to the corresponding positions on each beat, from one to six.

Left Arm	Right Arm
Up	Up
Side	Down
Down	Up
Up	Down
Side	Up
Down	Down

Both the left and the right arms have to move at the same time with each count. As the laughter settles down have everyone try. Once done with practicing, ask for six volunteers to come to the front and demonstrate for everyone. See if you can get everyone to get through a count without messing up!
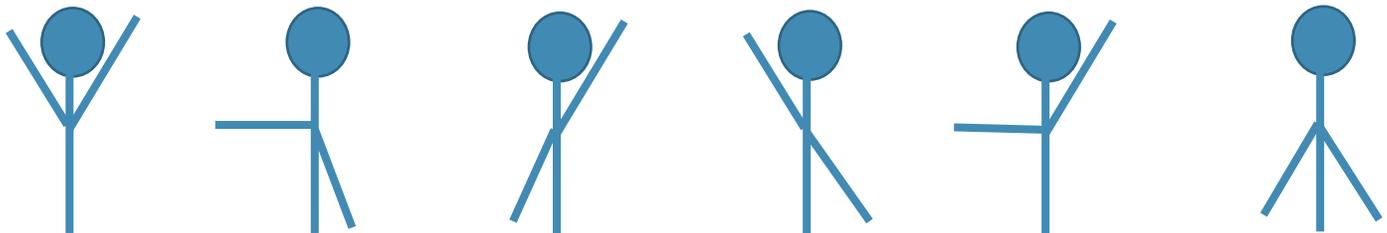
CONCEPT: Test your participant's virtual drawing skills! A classic party game that can be used to during meeting breaks or to build some comradery with your participants.

DIRECTIONS: Have the host or facilitator navigate to Zoom's "whiteboard" through the screen sharing feature. To get there click the share screen button located in your meeting toolbar, select the whiteboard, and click share. Utilize the annotation tools, which will let you use your mouse to draw as you would for Pictionary. Have participants take turns using their annotation tools to draw on the whiteboard. Have participants come up with their own "things" to draw, or have someone privately message the drawer the thing they should draw. You can also put some in charge of keeping time for the person who is drawing for a bit of extra fun!

CHARADES

CONCEPT: Another classic party game that can still be played virtually.

DIRECTIONS: Have participants take turns acting as the charade. You can select a theme like movies or restaurants, or you can make it a free for all when it comes to picking what to act out. Mute the participant who will be acting out the word or scene, and have everyone else unmute so that they can try to guess. A few variations could include adding a time limit, or breaking the group up into teams and keeping score of who guesses the word or phrase correctly.

FREEZE DANCE

CONCEPT: A similar activity to musical chairs, except less chairs and more dancing! This is an excellent activity to get people up and moving, while providing a few laughs and smiles.

DIRECTIONS: Have participants find an open area free of obstacles, but still within view of their webcam. Get some tunes cued up, and make sure you are sharing audio through your virtual meeting platform so that everyone can hear it. Once the music starts playing, everyone should begin dancing. When the music stops, each participant must freeze immediately and hold that position until the music begins again. If a participant does not freeze immediately, they are out until the next round of play. Play until you have one or two freeze dance champions left standing!

TEAM INITIATIVE ACTIVITIES

CONCEPT: Tangram puzzles are one of the oldest problem-solving games in the world, and tasks the team with creating shapes using the seven puzzle pieces included.

OUTCOMES: Problem Solving, Communication

DIRECTIONS: Depending on group size, you may want to break participants into smaller breakout rooms. Have one participant share their screen and visit: https://www.transum.org/software/Tangrams/Template.asp The person screen sharing will also be the puzzle piece mover. Have the participants work through each puzzle image, putting the 7 puzzle pieces together to create each image. See how many your team can accomplish within a certain amount of time!
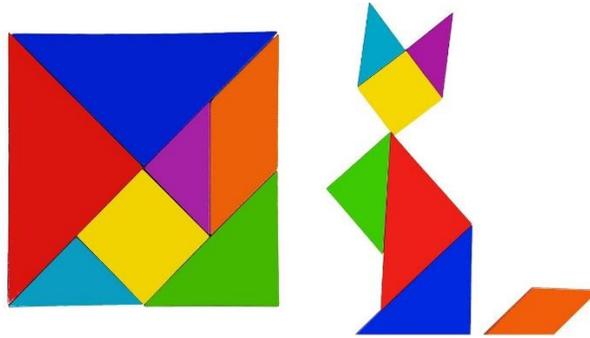
POTENTIAL DEBRIEF QUESTIONS FOR AFTERWARDS:

1. How did this activity go for your groups?
2. What communication challenges did you experience, if any?
3. Are there things you would change if we did this activity again?
4. Name a few examples of how this process relates back to the real world.

CONCEPT: A high level brain teaser puzzle, better suited for groups who have experience working together.

OUTCOMES: Problem Solving, Communication, Consensus Building, Decision Making

DIRECTIONS: Utilizing the ZOOM whiteboard feature, or a blank Google Doc, create one "space" for each participant, plus one extra. These can be simple blank squares or circles. Arrange your spaces in a line formation with one extra spot in the center. Assign one spot to each person and have everyone face the center spot. Using the following moves, people on the left side of center must end up in the places on the right side, and vice versa. If you need assistance finding the solution, this YouTube video has a nice demonstration on how to solve the Traffic Jam: https://youtu.be/alFCqX-qxog

Allowable Moves	Forbidden Moves
A participant may move into an empty space in front of them.	Any backwards movement.
A participant may move around another participant that is going the opposite direction into an empty space.	Any movement around another participant that is going the same direction.
	Any movement that involves 2 participants moving at once.
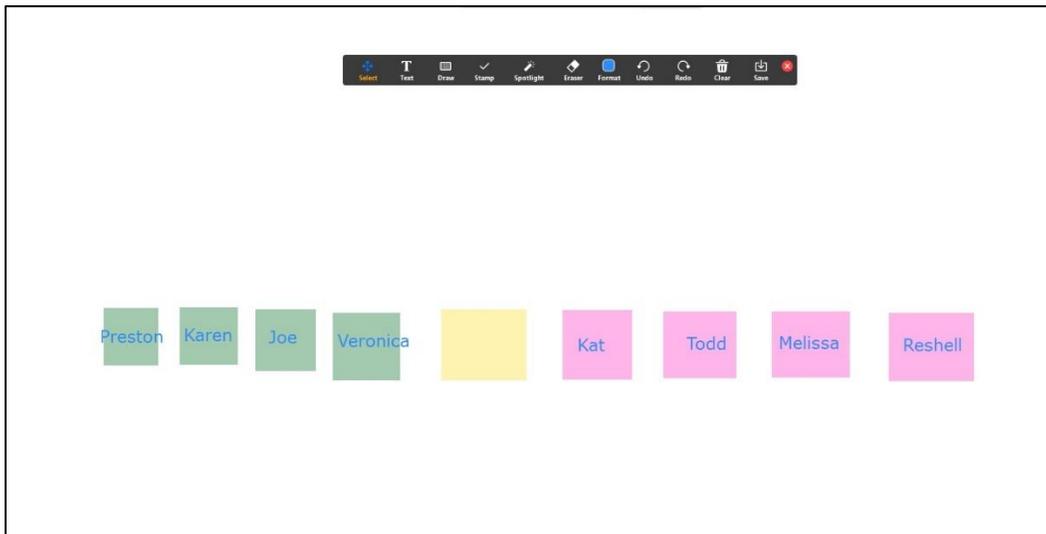
POTENTIAL DEBRIEF QUESTIONS FOR AFTERWARDS:

1. How did this activity go for your group?
    a. What was challenging about this activity? What seemed to go smoothly?
2. How did it feel to be at the front of the line? How did it feel to be at the back of the line?
3. Are there things you would change if we did this activity again?
4. Name a few examples of how this process relates back to the real world.

CONCEPT: A simple deck of cards can cover so much ground with any group that you work with. Get 20 is a group activity utilizing a deck of cards that encourages players to engage in problem solving when there are many possible solutions.

OUTCOMES: Problem Solving, Communication, Focus, Teamwork

DIRECTIONS: For this activity you will need to provide an image of 5 playing cards together. This can be a photo taken and shared, or one created utilizing online images. It's important that there are no duplicate values of cards in each card set. Meaning, you shouldn't have two number 5's, or a King and a 10 card. The five cards should all be different numerical values. Face cards and the number 10 card are all values of 10. Aces could have a value of one or of eleven. Depending on your group size, you may want to break your participants up into smaller groups in breakout rooms. If you are utilizing separate breakout rooms, make sure that each group is working with the same group of cards.

The challenge will be to use five playing cards of different values and come up with an equation where your final answer is the number twenty. They may use any math function they want (addition, subtraction, multiplication and division). See how many different equations they can come up with using the same 5 cards. Have one participant take notes and write down all of the equations they come up with. **You must use all five cards in the equation.**
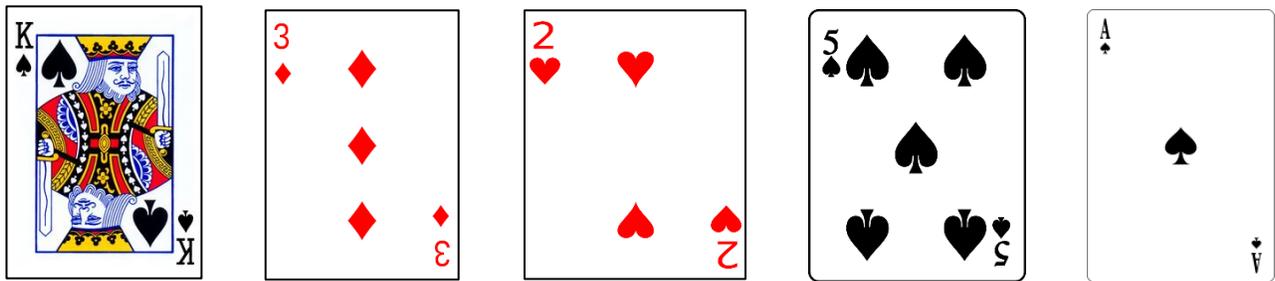
(For example, if you had this cluster of cards pictured: a King (10), 3, 2, 5 and an Ace (1 or 11), one equation could be: the King(10) times 3, which would give me 30, divide by 2 to get 15, add 5 to get 20, times the Ace (1) and you still have 20.)

POTENTIAL DEBRIEF QUESTIONS FOR AFTERWARDS:

1. How did the group work together to come up with 20?
2. How did you involve everyone in your group?
3. Who was the "leader" in your group? What leadership qualities did they portray?
4. How did you leverage the strengths of different members of the group?
5. How does this process relate back to the real world?

CONCEPT: This is a great activity to highlight the importance of listening and asking for feedback amongst team members.

OUTCOMES: Communication, Teamwork

DIRECTIONS: Before you begin, make sure that all participants have a sheet of letter size paper. Have participants break up into teams of two. Send one person from each pair a set of origami instructions, and then send the pairs into breakout rooms. A variety of origami instructions and tutorials can be found with a simple Google search. Make sure you select a pattern that will provide the best success for your team. Remember, the goal is not to create the most difficult origami, but to have your group work on communication skills.

Each team of two should have their own breakout room. Have each person turn their webcams off while participating in the activity. The person with the instructions should then guide their partner through the steps to create the origami structure. The participant building the origami can ask questions, request clarification, and offer feedback during the call. When each group has finished, both participants can turn their cameras back on to see whether the receiver got the origami structure right. If you would like for the participants to switch roles, make sure you send out a different set of origami instructions.

POTENTIAL DEBRIEF QUESTIONS FOR AFTERWARDS:

1. How accurate was each origami structure?
2. What was it like to listen and follow verbal instructions?
3. How was the feedback provided?
4. Did anything about your strategy change the second time around?
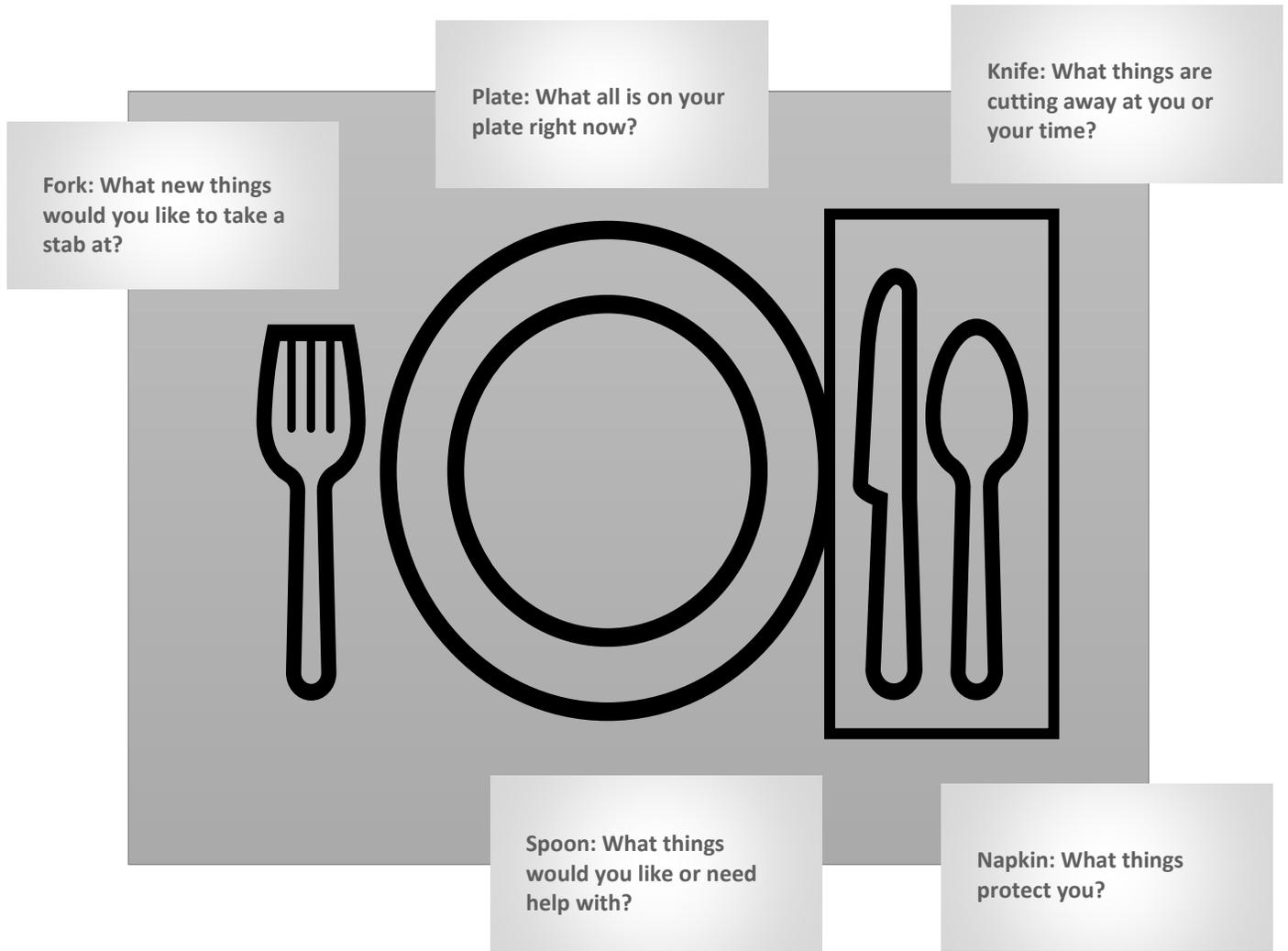5. How does this process relate back to the real world?

REFLECTION & DEBRIEF ACTIVITIES

CONCEPT: To have participants reflect and discuss what is going on in their lives. This can help give participants clarity and/or guidance on goals or making commitments.

DIRECTIONS: Using the Food For Thought placemat below, ask participants to answer the prompts for each item. Then take the time to share out 1 or 2 responses from each participant, and reflect on how that might relate to the group or goal.

Plate: What all is on your plate right now?

Knife: What things are cutting away at you or your time?

Fork: What new things would you like to take a stab at?

Spoon: What things would you like or need help with?

Napkin: What things protect you?

CONCEPT: To have participants reflect and debrief on a recent event or activity they participated in. This could be a helpful debrief tool after a retreat or planning meeting. The metaphors are easy for people to connect an experience to the metaphor of a body part.

DIRECTIONS: Using the template below, ask participants to answer one or two of the body part prompts. Then take the time for participants to share out their responses. This is just a simple list of body part prompts, but you could certainly create others if you wish!

BRAIN: What is something you learned today?

HEART: Describe a feeling you experienced. What did you take to heart today?

HAND: Give a hand to someone for a job well done.

LUNGS: How was this experience a breath of fresh air?

FOOT: Identify a step in a new direction for yourself.