

Learning Objectives

- At the conclusion of this session, participants will be able to:
- Challenge themselves to think differently
- Improve meetings they facilitate
- Build creative team environments
- Find a new passion for Creative Problem Solving

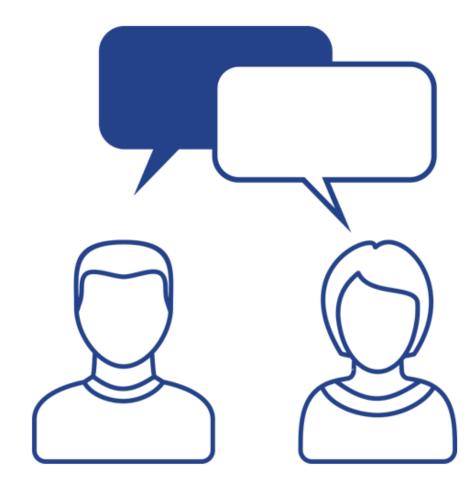
Introductions

• Take 5 Minutes

Turn to a Person Near You

• Introduce Yourself

Business Cards



Key Takeaways

- No matter how you define Creativity, it is a skillset you can grow
- Simple changes to our management style can unlock huge potential in your teams
- Creativity can improve your relationships, team management and personal development goals

Agenda

- What is Creativity?
- Why do we care about Creativity?
- Creativity Fundamentals Types of Thinking
- Using Simple Creativity Tools
- Summary

Part 1: What is Creativity?



What is creativity to you?



What is Creativity?



Creativity is the ability to modify self-imposed constraints

- Ackoff & Vergara (1988)

Self-Imposed Constraints

- How do self-imposed constraints limit the people in your life?
 - As a parent?
 - A partner?
 - A teammate?
 - A boss?



Let's Do Some Math to Warm Up Our Brains!

```
1000
```



is the production of original ideas that are valuable

How can we look at things differently?

"In the beginner's mind there are many possibilities, but in the experts, there are few."

- Shunryu Suzuki





















What is Creativity?

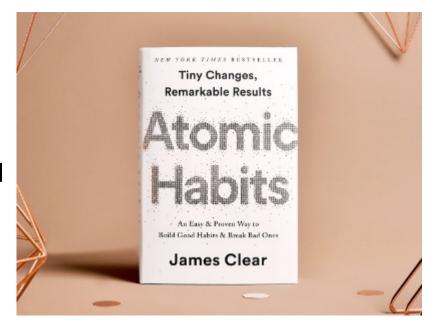
Creativity is an ability or skillset you can grow and improve!



Building Creative Habits

"With the same habits, you'll end up with the same results. But with better habits, anything is possible."

- Conventional Wisdom is to set actionable goals, but
 - In a game, Winners and Losers both set a goal to win
 - Goals are a moment in time
- Goals are great to set a direction, but key to success is really to establish good habits that will lead you to those goals and beyond
- Habits are the systems or mechanism to achieve goals



Building Good Habits in our Teams

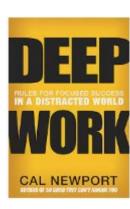
- COMMIG SOOM
- How can we build Healthy Team environments where we foster Creativity?
 - Goal: You Must Submit a Status report Habit: Sharing Issues as the arise
 - Remove Judgement to Increase Transparency and Trust
 - **Goal**: Get Your Timesheet Done **Habit**: Able to articulate work. What was worked on and what may have been missed
 - Plan and predict resource needs
 - Create balanced work environment

Deep Work



"Deep work is about focusing without distraction on cognitively-demanding tasks"

"Shallow work is any logistical or administrative task that can be done even while distracted"



Deep Work



- Todo List vs Time Boxing
 - Block time for work, not just meetings
- A day without meetings??

Make time for making time

Unavailable 1 week every 6 weeks

Part 2: Why Do We Care About Creativity?



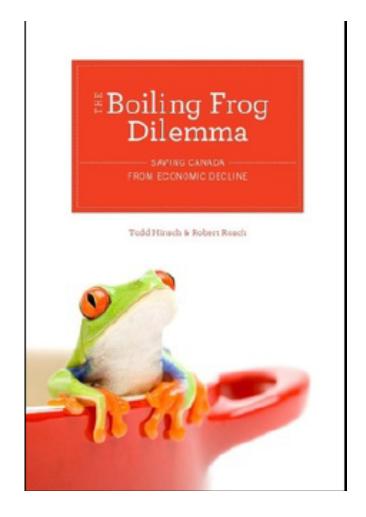
Why Do We Care About Creativity?

- Being more creative can help us:
 - ✓ Personally
 - ✓ Professionally
 - ✓ Institutionally
- Virtual work has limits and we need to be Creative
 - ✓ Encourage Adaptability
 - ✓ Improve engagement in longer meetings
 - ✓ Reduce meeting durations
 - ✓ Team Building
 - ✓ Have some fun

Why Do We Care About Creativity?

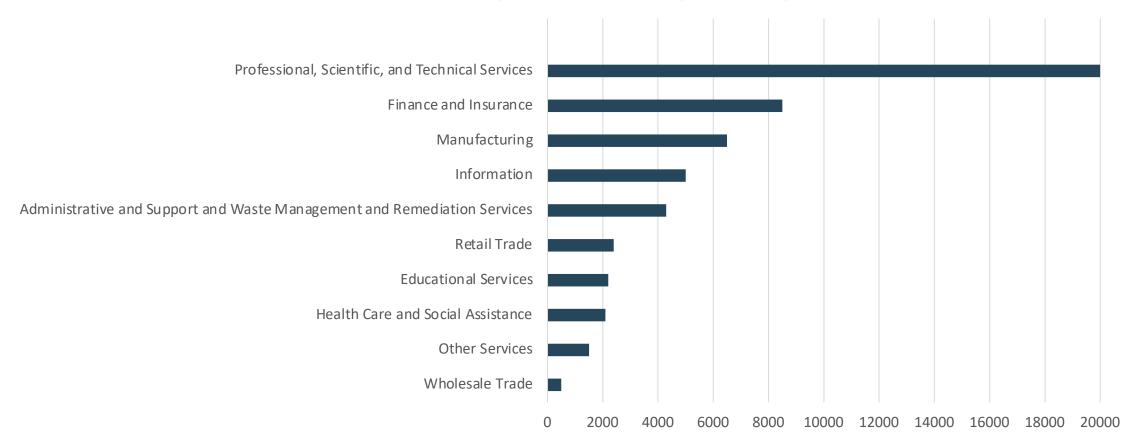
Creativity Supports

- Invention
 - ☐ Creating something new
- Innovation
 - ☐ Increasing value
- Design
 - ☐ Improved Quality and Novelty



Why is Creativity Important?

Top Industries Hiring Those With Design Thinking Skills



Source: https://online.hbs.edu/blog/post/importance-of-creativity-in-business

Why Do We Care About Creativity?

The Future of Jobs World Economic Forum

Top 10 Skills in 2015

- 1. Complex Problem Solving
- 2. Coordinating with Others
- 3. People Management
- 4. Critical Thinking
- 5. Negotiation
- 6. Quality Control
- 7. Service Orientation
- 8. Judgment and Decision Making
- 9. Active Listening
- 10. Creativity

Top 10 Skills in 2020

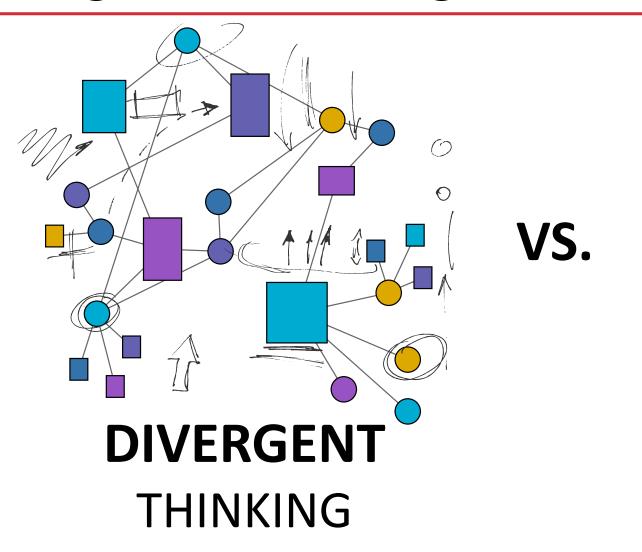
- 1. Complex Problem Solving
- 2. Critical Thinking
- 3. Creativity
- 4. People Management
- 5. Coordinating with Others
- 6. Emotional Intelligence
- 7. Judgment and Decision Making
- 8. Service Orientations
- 9. Negotiation
- 10. Cognitive Flexibility

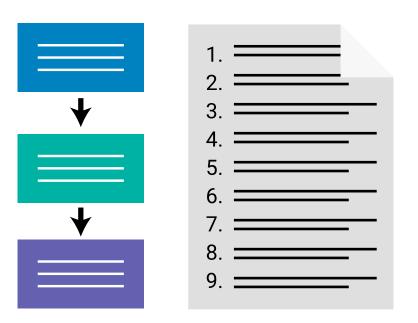
Part 3

Creativity Fundamentals - Types of Thinking



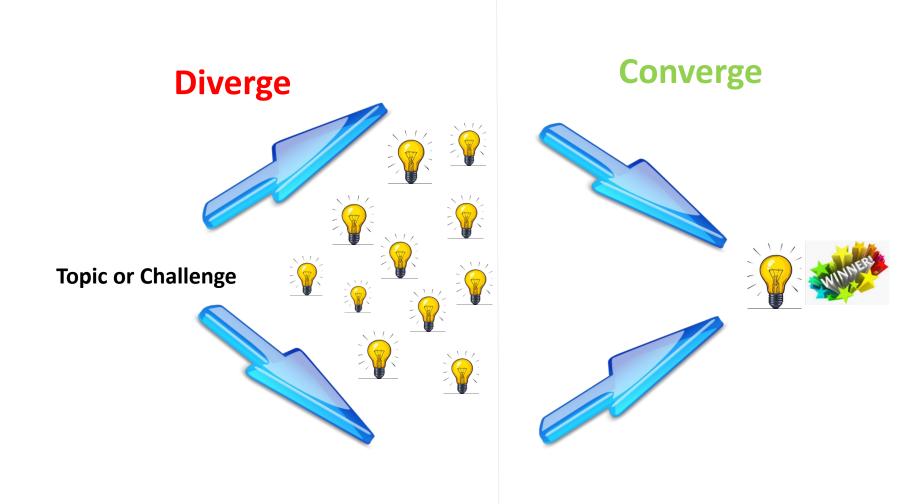
Divergent vs Convergent Thinking





CONVERGENTTHINKING

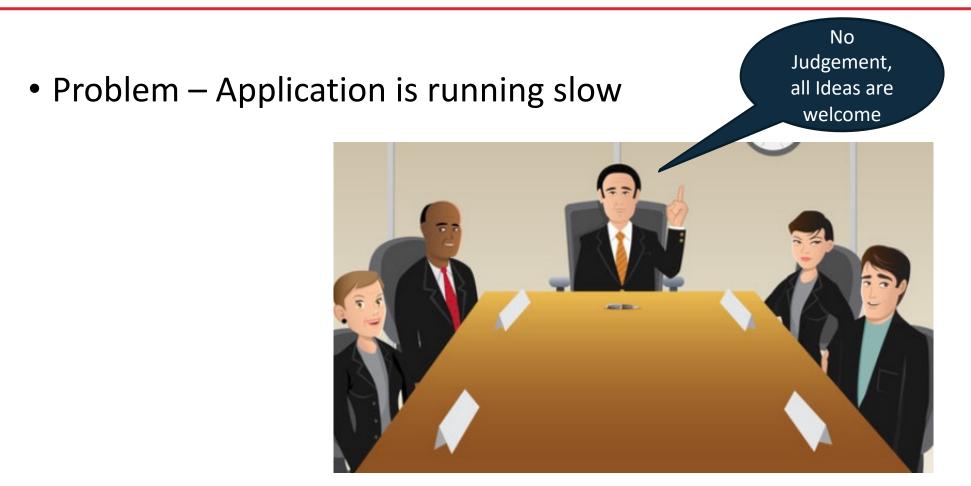
Creativity Concepts



Reduce Bad Habits – Current Meetings



Reduce Bad Habits – Future Meetings



What is Divergent Thinking?

• The secret to creating new ideas is to separate your divergent thinking from your convergent thinking. This means generating lots and lots of options before you evaluate them.



Deferring judgment isn't the same as having no judgment. It just says, "hold off for a while". Avoid judging ideas as either bad or good in the divergent-thinking phase.

Combine and Build – Make Connections
Use one idea as a springboard for another. Build, combine, and improve ideas.

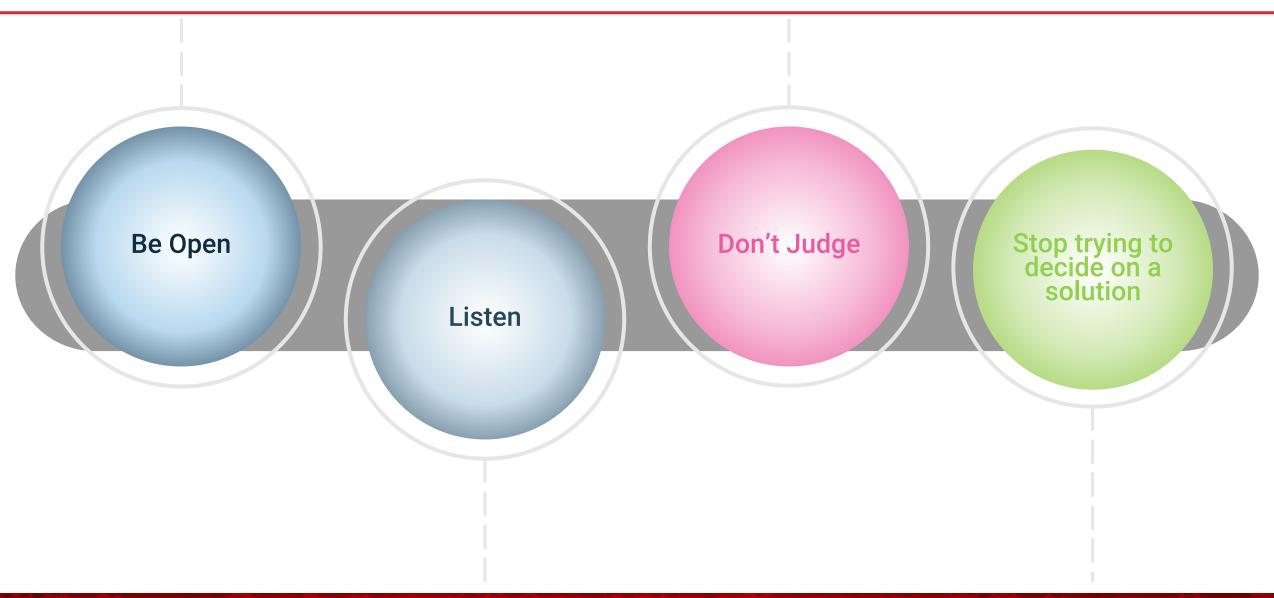
Seek Wild Ideas

Stretch to create wild ideas. While these may not work directly, getting way outside the box allows the space to discover extraordinary ideas.

Go For Quantity

Take the time necessary and use the tools in this guide to generate a long list of potential options.

Divergent Thinking?



- At certain points in the creative process, thinking and focus needs to shift. To select the best of our divergent options, determine their potential value. In the convergent thinking process, choice is deliberate and conscious. Criteria are purposefully applied as we screen, select, evaluate, and refine the options, all the while knowing that raw ideas still need development.
- Use the guidelines that follow when it's time to make decisions about the ideas generated by divergent thinking.

- Be Deliberate

 Allow decision-making the time and respect it requires.

 Avoid snap decisions or harsh judgments. Give every option a fair chance.
- Check Your Objectives

 Verify choices against your objectives in each step. This is a reality check are the choices on track?
- Improve Your Ideas

 Not all ideas are workable solutions. Even promising ideas must be honed and strengthened. Take the time to improve your ideas.
 - Be Affirmative

 Even in convergence, it's important to first consider what's good about an idea and judge for the purpose of improving, rather than eliminating, ideas.
- Consider Novelty

 Do not dismiss novel or original ideas. Consider ways to tailor, rework, or tame.

Part 4 Using Simple Creativity Tools



Divergent Thinking

Group Exercise Tools:

- Stick'em up Brainstorming
- Brain Writing
- Forced Connection



Stick'em up Brainstorming

- Write it down, stick it up. This tool is as easy as that.
- State the problem or issue to be explored. Give background data.
- Write one idea per sticky note in headline form. Do not go into detail.
- Write legibly! Others will need to read what you've written.
- Post it on the wall or whiteboard
- Group together into themes



Brain Writing

• This tool is like brainstorming with the 'mute' button on. It's done quietly, allowing time to reflect, consider and elaborate on other ideas.

When to use:

- To generate ideas that are easier to implement.
- To generate options with introverted, quiet people.
- When an intimidating person is in the group.
- When you can't get everyone in the same location, and you need to collaborate virtually – use a tool like MS Planner.

Example

Las Vegas – Go to shows and have great dinners	Cruise – great meals and see multiple countries	Disney World – great fun for the kids and all in one place			
Alaska – see the Northern Lights	Italy – see where grandpa is from, amazing food	NYC – Broadway and tours			
Island – Any beach vacation for pure relaxation	BC – sea to sky	Hawaii – just <u>have to</u> go there at some point			

Forced Connections

- Looking to really stretch beyond the ordinary? Forced Connections is a powerful creativity tool that helps to break free of the limits of logical thinking.
- This tool jars your brain back into creative action by forcing a connection between your challenge and a completely unrelated object.



Which idea is the best?

Selection:

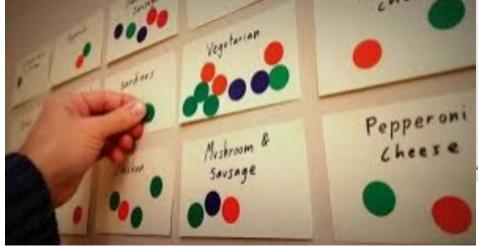
Dot Voting

Evaluation Matrix or Pairwise

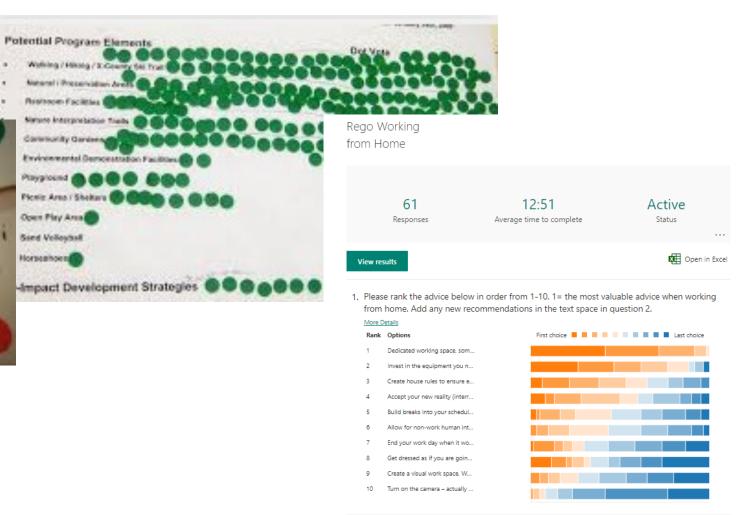


^{*} The last 3rd rule

Dot voting



* The last 3rd rule



 ${\it 2. \ Other\ advice\ you\ would\ like\ to\ share\ on\ creating\ a\ productive\ home/virtual\ work\ environment:}\\$

PairWise

Vacation Ideas	Cruise	Italy	Disney	Paris	Winnipeg	Chicago	Delaware	Cancun	Hawaii	Camping in Alaska	SCORE
Cruise		1	0	1	1	1	1	0	0	1	6
Italy	0		1	0	1	1	1	1	1	1	7
Disney	1	0		1	1	1	1	1	1	1	8
Paris											0
Winnipeg											0
Chicago											0
Delaware											0
Cancun											0
Hawaii											0
Camping in Alaska											0

^{*} The last 3rd rule

Summary



Summary

- Using Creativity training and tools can improve your ability to be more creative
 - Improve meetings you facilitate
 - Build creative team environments
 - Challenge yourself to think differently
- Creativity is a skill set you can grow with training and practice
- Creativity training and tools can inject new energy into your management style and capabilities

Questions?





Please take a few moments to fill out the class survey. Your feedback is extremely important for future events.



Thank You For Attending Rego University

Instructions for PMI credits

- Access your account at pmi.org
- Click on Certifications
- Click on Maintain My Certification
- Click on Visit CCR's button under the Report PDU's
- Click on Report PDU's
- Click on Course or Training
- Class Provider = Rego Consulting
- Class Name = regoUniversity
- Course **Description**
- Date Started = Today's Date
- Date Completed = Today's Date
- Hours Completed = 1 PDU per hour of class time
- Training classes = Technical
- Click on I agree and Submit



Let us know how we can improve! Don't forget to fill out the class survey.



Phone

888.813.0444



Email

info@regoconsulting.com



Website

www.regouniversity.com



Jacob Cancelliere, PMP

VP of Account Enablement
Rego Consulting



Let's Connect on LinkedIn

Thank you!

Let's continue the conversation! Connect with me on LinkedIn!

