MORE SAMPLE GROUND RULES..

Choose 5-7 ground rules with or for a group

⇒ Everyone participate, no one dominate
⇒ Share the airtime
⇒ Success depends on participation – share ideas, ask questions, draw others out
⇒ Listen to understand
⇒ Use I statements
⇒ Listen for the future to emerge
⇒ One speaker at a time
⇒ Seek unity (not separation)
⇒ Disagree without being disagreeable
⇒ Share your unique perspective
⇒ Share your experience (not others)
⇒ Speak honestly
⇒ Stay open to new ways of doing things
⇒ All ideas are valid
⇒ Critique ideas, not people
⇒ Be positive, non-judgmental and open to new ideas
⇒ Stay at the strategic level (out of the operational)
⇒ Everything happens through conversation
⇒ Meaning is in the listener
⇒ Listen from the "We" but speak from the "I"
⇒ Respect each others' thinking and value their contributions
⇒ Listen for understanding – inquire (ask) before you advocate (persuade)
⇒ Be aware of meaningless abstraction
⇒ Treat everything you hear as an opportunity to learn and grow
⇒ Articulate hidden assumptions
⇒ Challenge cherished beliefs
⇒ With transformation, expect anxiety
⇒ Manage group work
⇒ Show up and CHOOSE to be present
⇒ Staying on schedule is everyone's responsibility; honor time limits
⇒ State your "headline" first, then the supporting information as necessary
⇒ Be brief and meaningful when voicing your opinion
⇒ Speak your truth, without blame or judgment
⇒ Be intrigued by the difference you hear
⇒ Expect to be surprised
⇒ Allow ever voice to be heard
⇒ Let go of the outcome
⇒ Whatever is said in the room stays in the room
⇒ Ask "what's possible?" not "what's wrong"? Keep asking
⇒ Listen with care instead of "building your story"
⇒ Participate 100%
⇒ Seek common ground and understanding (not problems and conflict)
⇒ "Yes…and" thinking (not, "Yes…but")
⇒ Stay out of the weeds and the swamps
⇒ Listen for the future to emerge
⇒ Have fun!

http://getthepicture.ca/a-list-of-ground-rules-for-effective-meetings/