

Prerequisites of a Group Discussion



- Being calm and cool
- Extensive knowledge base related to state, country and globe
- Analyze the social, economical issues logistically
- Listening skills
- Co-operation



Benefits in Group discussion

- Stimulation of thinking in a new way
- Expansion of knowledge
- Understanding of your strength and weakness
- Your true personality is revealed and qualities of leadership crystallize



Types of Group Discussion

- Topic-based
- Case-based
- Article-based
- Knowledge-based

Do's in group discussion



- Make original points & support them by substantial reasoning
- Listen to the other participants actively & carefully
- Whatever you say must be with a logical flow, & validate it with an example as far as possible
- Make only accurate statements

Do's in group discussion



- Modulate the volume, pitch and tone
- Be considerate to the feelings of the others
- Try to get your turn
- Be an active and dynamic participant by listening
- Talk with confidence and self-assurance.



Don'ts during group discussion

- Being shy /nervous / keeping isolated from G.D
- Interrupting another participant before his arguments are over
- Speak in favor ; example : Establish your position and stand by it stubbornly
- Changed opinions
- Don't make fun of any participant even if his arguments are funny



Don'ts during group discussion

- Don't engage yourself in sub-group conversation
- Don't repeat and use irrelevant materials
- Addressing yourself to the examiner
- Worrying about making some grammatical mistakes ,for your interest the matter you put across are important.



Group Discussion Phrases

- Use ***I think, I believe*** to convey your opinions
- To ***contradict*** some point use ***That's true, but, however,...***
- To add some points to other discussion use ***you made a good point but I would also like to add***
- To interrupt discussion use ***may I say something?***



Group Discussion Phrases

- To hold your discussion use ***Please let me finish***
- or return to your previous point use ***As I was saying***



Idea Generation Techniques

Brainstorming

- An individual or group idea generation technique
- Solution to a problem
- Multiple solutions
- Focus on quantity not quality
- Motto "1 + 1 = 3"



Idea Generation Techniques

SCAMPER !

- **S**ubstitute
- **C**ombine
- **A**dapt
- **M**odify (Also **M**agnify and **M**inify)
- **P**ut to another use
- **E**liminate
- **R**everse



Topic- New version of pen

- Substitute – replace nib with knife, ink with iron
- Combine – holding with opening, writing with cutting
- Adapt – use the pen top as a container
- Modify – body can be made flexible
- Put to other uses – utilize for writing on wood
- Eliminate – clip utilizing Velcro
- Rearrange – make the nib flow outwards

SCAMPER



Topic- What are some alternative uses for chopsticks besides eating?



Idea Generation Techniques

VAP !

- **V**-view point of
- **A**- affected
- **P**- parties

VAP



Topic-“Dowry continues to haunt Indian brides”

Topic-“Dowry continues to haunt Indian brides”



- Bride
- Bride's family
- Groom
- Groom's family
- Society
- Media (who shall be make the issue public)
- NGOs (for supporting the bride)
- Government & Panchayats (their role in dowry removal)
- Law enforcers like courts & police



Idea Generation Techniques

POP BEANS !

- **P**eople
- **O**bjects
- **P**lace
- **B**ehaviour
- **E**vent
- **A**ctions
- **N**ature
- **S**ociety



Topic- BLACK

- **P**eople- corrupt/ dishonest people
- **O**bjects- Black hole, manipulated balance sheet (commerce point)
- **P**lace- Historical monuments, graveyard, South or North pole
- **B**ehaviour- rude and aggressive behaviour
- **E**vent- 26/11, other tragic events
- **A**ctions- Honour killing, female foeticide , Negligent behaviour
- **N**ature – environmental degradation, catastrophic events,
- **S**ociety- Decline in values, morals



Idea Generation Techniques

- A multi perspective analysis
- Based on understanding the impacted areas
- The major impact area of any topic will be:
 - Social
 - Political
 - Economic
 - Legal
 - Technology
- This approach removes the confusion
- Gives clear pathway of thinking

We Call it SPELT!



Idea Generation Techniques

- Based on observation and recognition of important words in the topic
- Clearly focusses on the core of discussion
- Let's take an example:

"Should mercy killing be legalized."

- Let's find out the most important words in the topic
- Generate points based on the keywords observed

This is known as **"Keyword Analysis."**

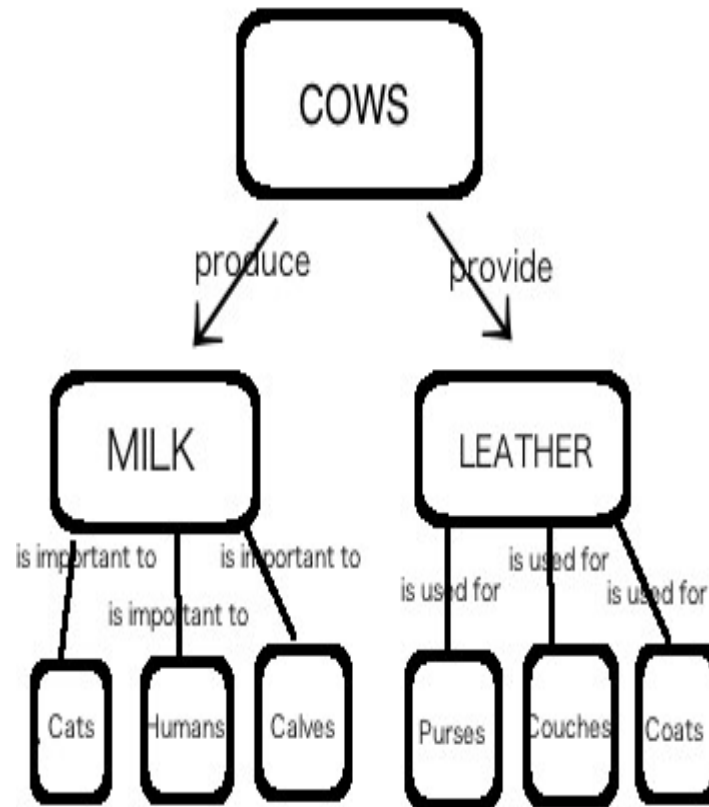


Idea Generation Techniques

- One of the simplest, most dependable and time tested techniques
- Mostly used by a number of professionals for getting the details
- Most useful when you have little or no knowledge of the topic
- Used as:
 - **Who**
 - **What**
 - **Where**
 - **When**
 - **Why**

Known as the 5 Ws technique!

Idea Generation Techniques



- More of a graphic technique that will help you visualize the issue and its relationships
- Helps connecting diverse ideas in a systematic chain of thoughts
- Can help effectively if done on paper
- Lays the foundation of practicing divergent thinking

We call it concept mapping!



Idea Generation Techniques

- A common technique, applicable to almost all the topics
- Useful only when we have a fair idea of the topic
- Process:
 - Write all major points on a paper
 - Eliminate unimportant information
 - Organize the remaining in a systematic order
- Caution: Stay on the topic and do not deviate too far away from it

That's how Brainstorming is done!



Idea Generation Techniques

Convergent Thinking

- The process of figuring out a concrete solution to any problem
- It's a straight forward process that focuses on figuring out the most effective answer to a problem
- Its characteristics include
 - Speed
 - Accuracy
 - Logic

Divergent Thinking

- The process of thinking that explores multiple possible solutions in order to generate creative ideas
- divergent thinking refers to opening the mind and trying out multiple solutions for a problem
- Its characteristics include
 - Spontaneous
 - Free-flowing
 - Non-linear



Roles in a GD

- Starting point
- Clear Facts
- Controller
- Moderate Referee
- Born Leader
- Provocative
- Fault Finder
- Followers
- Question marks
- Stopwatch
- Aggressive
- Audience/ viewer
- Indecisive
- Capturer
- Settler
- Gist maker
- Block Head