

Streamlining the management relationship: Go for a walk and draw a card

Anton Pottegård and Jesper Hallas have developed a method that allows you to optimise and develop your meeting culture. It's also a concept that strengthens your signal value, while you also get to exercise.



The method is simple: Go for a walk and draw cards.

There are four types of card you can bring along on your walk:

Brown: Philosophy and discussion

This card is for the big and long-term topics that require an extensive discussion. Examples include the discussion of a five-year research strategy; what we should do differently to make things more enjoyable in the group; where we see ourselves as managers in five years, etc.

Green: General points of orientation

The items that you need to inform your colleague about. The items do not necessarily require action.

Examples include information about which project applications are in process; which new employees are being negotiated with; decisions about course activities, etc.

Orange: Points of decision

On these cards, write down the topics you need to make decisions about here and now.

Examples include which conferences you should attend in the next three months; whether a given project should be terminated; who is responsible for calling performance and development reviews, etc.

Yellow: Operations management

This card is intended for operational decisions to which the other cards do not apply. The card must address daily operations.

For example, you can go over your employees one by one (one employee per card), review expenses, etc.

Before the walk, make sure to fill in the cards you find necessary for the walk. Take notes on the cards so that both you and your colleague can remember what has been discussed. On the back of the card, you can jot down additional notes on your walk, if necessary.

It is also a good idea to bring some blank cards in case new ideas arise during your walk that require action.

The use of this meeting tool can be adjusted as needed.

We hope you have the courage to try something new!

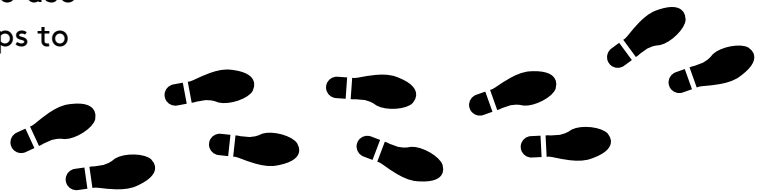
Rules for walking

For the walk, you need:

- Cards in four colours:
 - Brown: Philosophy and discussion
 - Green: General points of orientation
 - Orange: Points of decision
 - Yellow: Operations management
- A pen
- A route for the trip (can be more or less planned). You may want to use the walk feature in Google Maps to plan the extent of the route.

Practical information:

- The length of the meeting is optional and depends on the number of cards
- Remember to include in the calendar invitation that you are going for a walk
- For long meetings, it's a good idea to include a water stop (and perhaps lunch if necessary) along the way



Before the walk

- Note topics on the cards within the four themes. If you have a fifth subject, make a white joker. One subject per card. Make as many cards as you think are relevant.
- Also, bring along a few blank cards in case any topics come up that you need to write down and save for later on your walk.

During the walk

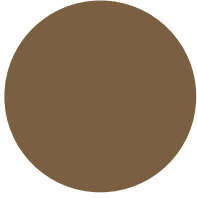
- Take turns at drawing a card, then discuss it
- Once the card has been discussed, one of you must keep the card if further action is required. If the card does not require further action, it should be placed in a 'discard' pile.
- If necessary, write short notes on the card. This may be helpful if, after the walk, you need to remember something specific that you need to do.

After the walk

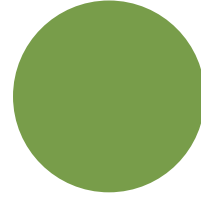
- Go through each of your decks of cards and proceed with the cards you have agreed to do something about

Remember: You can do walk 'n' talks all year round. If you don't get to see daylight very often, seize the chance!

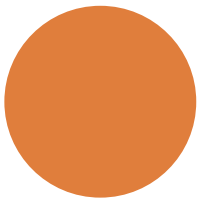
Philosophy and discussion



General points of orientation



Points of decision



Operations management

