

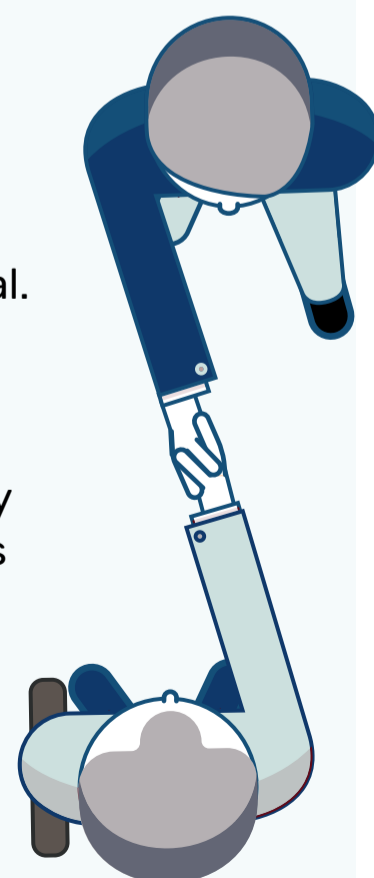
# GIVE IT THE 5 FINGER TEST




How many times do you walk away from meetings, catch ups, or presentations feeling like that's 30 minutes, 60 minutes, or two hours you're never going to get back? What if I shared a super quick, easy way to give and get feedback in the moment so you can improve the time you spend with your team, colleagues, and stakeholders?

One of my favorite clients, Atlassian, looked into the cost of meetings. They found that half of the time in meetings is wasted. A staggering 90 percent of people daydream during them, 73 percent do other work, and nearly half are overwhelmed by meetings in general. It's not good. And way too common.

I was facilitating a "Feedback Mentor" workshop at Tyro (an awesome disrupter in financial services, look 'em up). We were coming up with ideas on how to embed feedback into their everyday, so it becomes habitual. One of the mentors, Rachael, shared a simple, yet significant tool to make feedback easy to give and to act on. It's especially useful for those group meetings where you'd rather be planning your next tax return. I just had to share it.





t's as easy as taking five minutes at the end of your time together to rate the effectiveness by asking one simple question: "Out of five, with five being 'nailed it' and one being 'not good at all,' how would you rate the effectiveness of this meeting?" Then everyone in the meeting shows their rating on one hand, using their fingers to represent their rating.

For those with four or five, ask them, "What was good about it?" So you can replicate for next time.

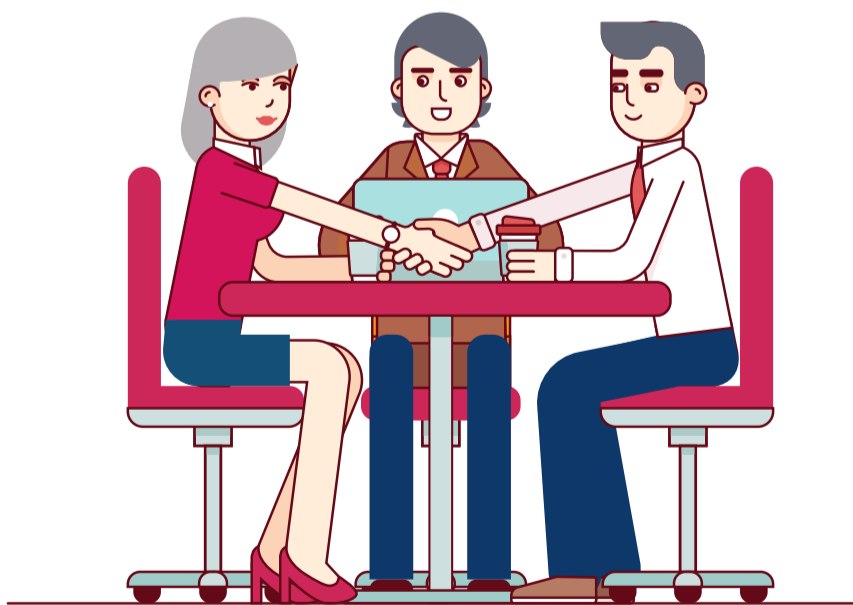
For those with three and under, ask them,

"What can we do better for next time?" So you can learn how to make them better.

The power to make the most of the time we have is in our hands. Pun intended. It's just that we don't ask the question.

### **DO YOU HAVE THE COURAGE TO ASK?**

You certainly have the time. We all do. It's how we use it that counts. Do yourself a favor and understand how you can improve when you work in groups. The best way you can honor them is by honoring their time.



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**PRODUCTIVITY**