



## Dot Voting

Dot voting is a technique used to prioritize ideas related to a specific problem area of focus. It is often used after a brainstorming exercise by a group to visually show consensus for a specific idea or approach.

### How to Use Dot Voting

1. Brainstorm 3-5 criteria for the voting process. Three criteria often used are: financial, time, and available resources.
2. Each person in the group is given a colored marker, sticker, etc. with which to make their selection or “dot”.
3. Using the decision-making criteria, each person places a mark or sticker by the idea or approach of their choice. Each person has 3-5 dots depending on the total number of ideas. A person can put as many dots on any idea they choose. This means that a person could use all their dots on one idea or place one dot on many ideas.
4. The facilitator totals the number of dots per idea and rearranges the ideas by ranking them from most number of dots to the least.
5. As a group discuss the overall ranking of ideas. Determine whether or not the ranking by number of dots is consistent with the group’s general preference and comfort.
6. Review and discuss the ideas which received no or few dots. Confirm the group’s decision to not focus on these ideas. Explore the possibility that these ideas might be duplicative of another idea or outside the scope of the topic being discussed.
7. Come to consensus on which idea to focus and take to the next step.