

# Pocket Chart

## Type: Generating Ideas, Organizing Ideas



### What Is It?

Participants take turns placing a token / slip of paper in pockets that correspond to their feelings on a particular topic. Can be done confidentially.

### How to Use It

1. Create a pocket chart out of paper, plastic or cloth (1-1.5 metres square of material):
  - a. Create a row across the top of the chart with pockets where drawings can be placed or pinned. These drawings will represent categories you want to collect information about (for example, locations where people defecate or collect water).
  - b. Create a column along the left side of the chart with similar pockets where drawings can be placed. These can represent other variables (groups of people, priority level, etc).
  - c. Attach rows of pockets across the chart so there is one for each option in the grid.
2. Use the pocket chart: start by explaining to the group what it is and how to use it.
3. As a group, identify the choices people will vote on.

### Trainer Notes

Emphasize the need for people to be honest when placing their tokens.

If it is a sensitive topic, make sure that the pocket chart is set up so that participants can place their tokens without being seen by others.

Make sure the set of drawings reflects all the options. Be prepared to include or make additional drawings to represent other options mentioned or suggested by the group during the activity.

Be prepared with ways to keep the rest of the group busy while members take turns placing tokens.

### Why Use It?

Can help groups collect, organize, and analyze confidential information

Can help groups vote on a sensitive topic and make a collective decision

4. As a group, discuss what each pocket means. Make sure the row and column headings are clear.
5. Provide participants with tokens or slips of paper for voting.
6. Participants vote by placing their token in the appropriate pocket to represent their choice. Voting can be confidential by turning the chart away and having each participant individually walk to the chart where they can vote privately.
7. After all participants have voted, count the number of tokens in each pocket. Pin them to the appropriate pocket or make a visible tally chart to show the results to everyone.
8. Discuss what this information reveals and what it means for next steps.

### Variation

One row at a time: When this tool is used for the first time, avoid confusion by placing only one drawing at a time in the left column. Participants then place their tokens to identify their options. After this, the next drawing can be placed below the first one in the left column. Continue in this way until all the drawings in the left column are in place.

Multiple tokens: This activity can also be used to collect more information by asking more than one question and using more than one type, colour, or shape of token. For example, if the group wanted to know which options were used occasionally as well as which were used frequently, have each participant use one type of token (such as green) to answer the first question, and a different type of token (such as red) to answer the second question.