

# Opera

## For developing thoughts and suggestions in a collaborative way

## What is needed?

**Time:** 1-1.5 hours (depending on the group size)

**Participants:** 5-50 people + 1-2 facilitator(s)

**Material support:** An OPERA-workboard (see overleaf) + A5 sheets

- 1) **Identify the lead question in advance** – the issue or challenge to which the group seeks the solution.
- 2) **Plan a script** for the meeting by using the OPERA structure.

## Example: OPERA workboard

a	b	c	d	e	f
615 for physical contact	Create /offer a physical space	Meeting with digital companies a local cluster	Use social media to reach /engaging people to come forward		Hackathons, open innovation, ..
Collect data on local digital user by building a database	"I'm 2010" REFL. INNOV. CITY	Connect with colleagues & universities with local business to digital business	Use digital platforms & social media		Meetings with universities
Statistical approach based on identifying enterprises from 26. NAME, GMAIL	External sources and networks	Talks with organisations who are involved with the digital & community		Business idea competition with grants available	Regional or national scale conferences
Use knowledge, mapping a network in local cluster as network of business (key players)	Connect with established regional & national platform organisations	Identify start-ups via schools, colleges, local communities & forums		Develop a run programme of events	

OPERA is a co-creation method that can highly improve the efficiency of even the simplest meetings. It combines systematic thinking with a creative process for problem solving, thus it is enabling the most efficient use of the participants' knowledge and experiences.

It is a tool developed to generate creativity, ideas, energy and commitment, all based on the deep belief that participation liberates the innovative forces in any group.

## What for?

- >To have a **productive and well-structured meeting**. It focuses the group's energy on the problem or issue at hand, collects, filters and synthesises the proposals in a structured way.
- To give a **possibility for everyone to participate**. It involves every participant in the process, mobilises their thoughts and proposals, without letting more extrovert people dominate the discussion.
- To have a **mobile and dynamic meeting setting**. To find a jointly created, consensus-based set of suggestions that can be used as input for further processes.

## How to use it?

## Own thoughts

The participants spend 3-5 minutes alone pondering the lead question, writing down individually their thoughts or proposals piece of paper (no discussion is allowed at this stage).

## Pair suggestions

The participants form pairs and discuss their written thoughts. Following the discussion, the pairs will come up with their (consensus-based) joint proposals, which they record on paper, each on a different piece (A5). These papers are then posted to the workboard for everyone to see.

## Explenation

Each pair briefly (1-2 min) explains to the rest of the audience the proposals they have attached to the workboard. No one is allowed to comment on the suggestions of others at this stage.

## Ranking

Each pair ranks the suggestions by selecting the most important ones, using agreed selection criteria. They mark their choices on the workboard.

## Alignment/arranging

The facilitator arranges the suggestions on the workboard linking and merging similar proposals. This is done together with the participants, following their instructions. Following "orders" from the participants, proposals are arranged under the relevant subtopics; the ones with higher rankings on the top, the ones with lower further down.



**Opera board**

A	B	C	D	E	F