



Spotlight

Shine the spotlight on your group to share positive messages of recognition

TIME

45+ minutes



TEAM STAGE

Norming, Performing, Adjourning

MATERIALS

Whiteboard or poster paper, markers

SUMMARY

This activity allows groups to shine the “spotlight” on their members by writing and sharing positive things about them together.

SET UP

- Set up a whiteboard or find a space where you can hang poster paper. If using poster paper, make sure you have a piece prepared for each member of the group.

INSTRUCTIONS

- Have one participant sit in front of the whiteboard or poster paper.
- Have the rest of the group come up and write positive phrases about that person on the board.
- Encourage the person sitting to not turn around or try to read just yet.
- Give the group a few minutes for everyone to contribute and play appropriate music while they work.
 - **Facilitator Note:** Actively monitor written comments for appropriateness.
- When everyone is done writing, take a picture of the participant in front of the board to keep.
- Erase the board or change the poster paper and then let someone else take a seat in the “spotlight”.

VARIATIONS

- 👥 **Large Group:** To facilitate this activity for a large group, set up multiple whiteboard spaces so that more than one person can be in the “spotlight” at a time. It can be helpful to have multiple facilitators to make this variation run more smoothly.
- 💻 **Online:** To facilitate this activity virtually, use a shared collaborative space like a Google Jamboard or Slides document. Prepare the document with all empty slides or only a title slide so that participants do not skip ahead to future slides. They should give all their attention to whoever is in the “spotlight”. Go through the slides one at a time and put one participant in the “spotlight” by having everyone else fill that slide with positive affirmations. After a few minutes, go to the next slide and put a new participant in the “spotlight”. To facilitate the large group variation of this activity online, prepare the document with a slide for each participant in advance and have participants go through the slides and add affirmations at their own pace. [\[click here for video\]](#)
 - **Facilitator Note:** When leading the large group variation online, monitor the slides to make sure all participants get plenty of (appropriate) affirmations. With participants going at their own pace, it is possible that some will not get to every slide. It can help to assign participants a slide to start on so that not everyone starts at the beginning of the deck.



VARIATIONS *(continued)*

- **Asynchronous:** To facilitate this activity asynchronously, prepare the document as you would for the large group variation online, and have participants add their affirmations on their own time by a specified date.

DEBRIEF QUESTIONS

- What:
 - How are you feeling after this activity?
 - What was it like to shine a spotlight on each member of your group?
- So What:
 - Why is it important to make sure that each member of your group feels recognized?
 - What positive outcomes can come out of an activity like this?
- Now What:
 - How can you make sure that everyone in your group feels like they're "in the spotlight" from time to time?
 - What other things can you do to get the same feelings and outcomes of this activity?
- **Facilitator Note:** These questions can be used to guide a debrief, however, pick the questions that best match the group's experience and add or change questions as needed.