B. Defusing Those Who Dominate

There are many reasons why someone might try to dominate a discussion. Refer to the table below for important ideas about what you might do to curb this. ***Important Note: DO NOT GET INTO A POWER STRUGGLE WITH ANYONE!!! Remember that you own the process, and radiate that in a calm but firm fashion.***

What Might Inspire Domination	What You Can Do
✧ A passion for the topic ✧ A self-esteem need to be seen as an expert	Acknowledge their passion, research, knowledge, etc., **and follow this up with an "and" <u>not</u> a "but,"** then: Suggest that they might like to write a brief report on their special knowledge, focus, etc., and submit it to the others at a later date.
✧ A self-esteem need to be a leader ✧ A need for respect	Suggest a leadership role, such as being a committee chair, taking notes for the group in a breakout session, or reporting back on work done in a break-out session.
✧ A need to be heard ✧ Attachment to a particular outcome **TIP: Use a Timer App** There are several free timer apps that you can download to your smartphone or tablet. Setting up your device so it can be seen by the speaker is a neutral way to help them know their time boundary. Many of these apps have fun sounds for when the timer goes off.	✧ Summarize what they've just said, and point out that you've captured it on the flip-chart, then gently remind them of the time constraints of the agenda and the need for everyone to be heard. ✧ Neutrally note the time remaining for that subject. Ask for a show of hands of who still has something to share, then divide the remaining time equally by the number of people remaining to share, and assert that time frame on each, using a chime, timer or other gentle reminder when their time is up. ✧ Have participants each write **one** remark on a 3x5 card. Collect, shuffle and read the cards to the group. Do a second round if there are still remarks yet unspoken. ✧ If you have an "air time" ground rule, refer back to it in a neutral voice, addressing the entire group: "We have all agreed to the guidelines, including one about 'air time.' Shall we return to that guideline, or do we need to revise it in some way?