

Spectrum

The collaborative method to build innovative teams in organizations.

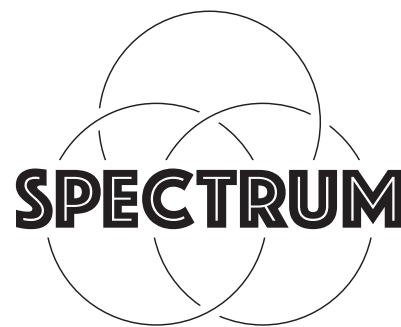
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Moderator Manual

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Required Materials List

1. Standard design thinking materials

You will need sufficient amounts of the following materials (the amounts are mostly depending on the group size):

- Magnets or tape for hanging the Spectrum Canvas poster and other artifacts on the whiteboards (or walls)
- Post-its (in both large and standard formats, i.e. \approx DIN A5 and \approx DIN A7)
- Sharpies (black felt pens)
- Whiteboard markers in 6 colors (if possible, matching the Spectrum palette)
- Scissors and cutters
- Paper glue and adhesive tape
- Voting dots in various colours (small round stickers)

2. Spectrum specific materials:

- 2 x Spectrum Canvas poster (Size DIN A0, i.e., 914 x 1220 mm, on plotter paper or similar)
- 2 x Mission Mapping diagram (Size DIN A1, i.e., 841 x 594 mm, on plotter paper or similar)
- 2 x Each of magazine Cover template prints (Size DIN A3, i.e., 420 x 297 mm, printed on 120 g paper)
- 24 x Avatar stickers (Size DIN A4, i.e., 297 x 210 mm, printed on Herma® 4477, 60mm pre-cut, adhesive, round label-sheets)
- 24 x Role stickers (Size DIN A4, i.e., 297 x 210 mm, printed on Herma® 5027, 38,1 x 21,2mm pre-cut, adhesive, rectangular label-sheets)
- 10 x 6 Personal cards "Upskilling" (Size 136 x100 mm (closed), 184 x 100 mm (open), printed on 120 g paper and cut to shape)
- 5 x 6 Personal cards "New Hire" (Size 136 x100 mm, printed on 120 g paper and cut to shape)
- 52 x Value cards (Size DIN A5, i.e., 210 x 148,5 mm, printed on 240 g paper and cut to shape)
- 1 x Moderator script (PDF version, optionally printed on paper (Size DIN A4, i.e., 297 x 210 mm))