

Success analysis protocol

This protocol, adapted from National School Reform Faculty’s (www.nsrffharmony.org) Success analysis protocol, engages colleagues in collaborative analysis of the reasons behind successes related to professional learning. Use this tool to better understand the circumstances and actions linked to success, and apply this understanding to future practice.

ROLES

A timekeeper / a facilitator

MATERIALS

Chart paper; markers; notepads; pens

DIRECTIONS

1	Divide into groups <i>(about 5 minutes)</i> Divide into equal groups of three to four.
2	Sharing <i>(about 5 minutes)</i> One participant in each group agrees to go first, sharing his or her case orally. Other participants are silent and take notes.
3	Clarifying questions <i>(about 5 minutes)</i> Others in the small group ask clarifying questions to understand the case being presented. Clarifying questions are those that can be answered by facts.
4	Analysis and discussion <i>(about 10 minutes)</i> The presenter of the case listens and takes notes as the others discuss the case, surfacing their insights about why the practice was successful. Participants discuss what the presenter did to make the situation successful, as well as other contributing factors. They may describe how what was done is different from typical practice.
5	Reflection <i>(about 10 minutes)</i> The presenter reflects aloud on what colleagues said to pinpoint reasons the practice was successful. Other group members silently take notes. Before going on to the next case, participants should take a moment to appreciate the success of the presenter.
6	Continued rounds <i>(each round is about 30 minutes)</i> In each group, the next participant shares a case. The group follows the above sequence of steps and continues until each group member has presented a case.
7	Compilation <i>(about 5 minutes)</i> Each group writes the factors that contributed to success on a piece of chart paper. Small groups do a “gallery tour” of the pieces of chart paper, noticing what’s similar and what’s distinctive about each small group’s list of factors in success.
8	Discussion <i>(about 10 minutes)</i> The large group discusses common factors and unusual factors in the success cases. They also may discuss aspects of the cases that surprised them. They might discuss elements that undergird the factors of success, such as the school culture, an administrator’s philosophy, or a teacher’s leadership.
9	Debriefing <i>(about 5 minutes)</i> The facilitator invites participants to reflect on the utility of the process.