**What is a PICK Chart?**

A PICK Chat is a tool used to evaluate and sort multiple solutions based on their impact vs. their difficulty, risk, or level of effort involved. This will help you determine where to best spend your time when deciding which ideas to implement to begin solving a problem.

**Directions**

1. (Optional) Brainstorm solutions to a problem you’re trying to solve. Keep an open mind and record all ideas objectively.
2. Begin by gathering all the solutions you’ve generated to address the issue at hand.
3. Discuss each solution with your team to align perspectives, discuss benefits, risks and obstacles, and the time it may take to implement.
4. As you discuss, a group facilitator should place the various solutions within the chart area. The quadrants of the chart are as follows:
* **Possible:** Solutions in this quadrant may have low impact to the outcomes of the project and have relatively low risk should be placed in this quadrant can be seen as lower priority. When discussing potential solutions, listen for the phrase “we could do this” to help indicate if an idea belongs here.
* **Implement:** Solutions that may be high impact and have low risk should be placed in this quadrant and should be seen as top of the list when prioritizing implementation plans. Listen for the phrase “we should definitely do this”.
* **Challenge:** Solutions that are high impact but also high risk should be placed in this quadrant and should be seen as lowest priority. Listen for the phrase “we could do this if…”
* **Kibosh:** Solutions that are low impact and high risk should be placed here. While these solutions are important, they may need to be tabled for a later date and avoided until different circumstances or resources are available.
1. As each idea gets placed on the chart, discuss the results as a team and iterate on the placement, if necessary, until a consensus can be reached or a decision can be made.
2. Use the results of this discussion to make a prioritized list of solutions to be acted on.

*Tip: Though there are 4 quadrants, solutions do not need to fit neatly into a box. Some solutions may be placed in different areas of a box or may straddle a line between two boxes to represent its value compared to other solutions.*

*Tip: This template can be used as a pre-work hand out to speed up group discussions, but it may also be used as a guide to facilitate a discussion using a whiteboard.*

**Worksheet**

|  |  |
| --- | --- |
|  | **Difficulty/Risk**LowHigh |
| **Impact**HighLow | Implement | Challenge |
| Possible | Kibosh |