Tool treasure hunt

A 'tool treasure hunt' is a group activity that introduces members of a team or organisation to the methods and tools they can use to disseminate their learning to others that can benefit.

Tool	Time	Resources	Physicality	Interactivity
Tool treasure hunt	★★★★☆	★★★★★	★★★☆☆	★★★★★

When?

A 'tool treasure hunt' should be used after a large scale project has generated a mass of learning where knowledge gained is both tacit (i.e. experience and 'know how') and explicit (i.e. captured in an accessible format such as a word document).

For example, when a pilot project has been completed and the outcomes can be shared with subsequent projects.

The 'tool treasure hunt' is also useful when working in teams that are not familiar with, or understand the benefit of, creating 'knowledge assets'.

Who?

All members of a project team should be involved. A facilitator is also required to introduce the task and assist participants.

How?

The overall time required for the session is around two to three hours.

To begin the facilitator should introduce the session and divide everyone taking part into groups of three or four. Each group is assigned a laptop / computer and any other IT equipment (see resources required below).

The facilitator then outlines each of the tools that can be used to share learning e.g. blogs, videos, FAQs, and then asks each group to create a knowledge asset using one of the tools.

Before letting the groups begin it can be motivational to create a competitive element to the task, e.g. groups pick their own names, prizes at the end for the most creative, the most detailed etc.

Once the activity begins each group is left to review the learning they have captured before, during and after a project and decide how best to reproduce this in a way that can be understood by the whole organisation (in particular, those who will be taking part in similar activities in the future).

Once created, the knowledge assets are then presented to the wider team at the end and discussed as a whole team activity. It might be useful to use a 'closing circle' to conclude the activity.

After the session, knowledge assets should then be disseminated to other teams that will benefit, or to the whole organisation.

Things you needs:

- A space large enough for the number of laptops / computers needed
- Internet access
- Hand-outs explaining each of the tools and how they are used
- Facilitator
- Camera with video capability and necessary accessories
- Paper and pens
- Timer
- Projector
- Flipcharts and other presenting materials

Further reading:
- International Fund for Agricultural Development – Tool treasure hunt