



**Center for Leadership & Educational Equity**

## Microlab Guidelines

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*These guidelines and questions were adapted from those developed by Julian Weissglass for the National Coalition for Equity in Education based at the University of California, Santa Barbara.*

The purpose of the Microlab protocol is to address a specific sequence of questions in a structured format with small groups, using active listening skills. The Microlab is useful for team-building and democratizing participation because it asks that participants equalize communication and withhold judgment. It affirms people's ideas and build community while addressing specific content issues.

1. Each person has equal time to talk.
2. The listener(s) should not interrupt, interpret, paraphrase, analyze, give advice or break in with a personal story while the speaker is talking.
3. Confidentiality should be maintained, unless the group decides to debrief the content of the questions.
4. The speaker should not criticize or complain about the listener(s) or mutual colleagues during their turn.

*These guidelines are also appropriate for Equity Dyads.*