



BUILDING YOUR TEAM

A MEETING ICEBREAKER GUIDE

FACILITATOR'S GUIDE

BEST ADVICE CIRCLE

Professional Icebreaker Questions

One question, thirty seconds a person, and a whiteboard full of the best advice your team has heard all month — reporting is easy, which is exactly why it works.

Building Your Team
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EXECUTIVE SUMMARY

Reporting Is Easy — That's the Point

The Best Advice Circle asks each participant to share the single best piece of advice they received in the last month.

The activity typically completes in under eight minutes with minimal preparation, and because it only asks people to report something rather than invent something on the spot, it's especially accessible for quieter team members. This paper walks a facilitator through materials, group-size guidance, the full six-step run, a bank of alternate prompts, and the debrief questions that turn a simple list of advice into real conversation.

<8 min

total time to complete the activity

<12

people per circle; larger groups split into 5–6

~3 min

preparation time for the facilitator

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Materials and Setup



The format is light, but a few small details make it run smoothly.

- **A timer**, set for 8 minutes.
- **A whiteboard or shared document** to capture responses visibly.
- **A visible prompt**, and the facilitator's own answer prepared in advance.

Teams under 12 work best in one circle; larger groups should split into pods of 5 to 6. For room setup, arrange chairs in a circle or use a conference table; virtual meetings can use gallery view with a speaking order posted in chat. Preparation takes about 3 minutes.

Run the Icebreaker



Six steps move the group from a single question to a shared, visible list of real advice.

1 Read the question aloud

Present the core question, with optional prompt variations if you want a different angle.

2 Set time limits

Recommend 30 seconds per person so the round moves briskly.

3 Model brevity

Go first with a short, specific answer to set the tone for everyone after you.

4 Move through participants

Continue around the group without commentary beyond a brief acknowledgment of each answer.

5 Capture responses visibly

Write each piece of advice on the whiteboard or shared document as it's given.

6 Close deliberately

Review the full list together and ask which piece of advice resonated most.

Prompt Bank and Debrief Questions



A handful of alternate phrasings keep the format fresh across repeated use.

- “ *Name one thing a coworker told you recently that stuck with you.*
- “ *Which piece of advice sounded wrong at first and turned out to be right?*
- “ *Suppose you had five seconds with a new hire. What would you tell them?*

Once the list is on the board, these debrief questions turn it into a conversation:

- Whose advice appeared multiple times, and why?
- Which advice would be hardest to follow?
- How many people named someone inside the organization?
- Did anyone hear contradictory advice?

Why This Works

Compared to activities that ask people to invent something on the spot, this one only asks them to report.

KEY INSIGHT

“Reporting is easy” compared to activities requiring on-the-spot invention, making it accessible for quieter team members. The approach surfaces genuine thinking patterns and creates repeatable team language.

The article also situates it alongside other formats worth knowing: the Marshmallow Challenge (25 minutes, requires supplies) for a bigger lift, the One-Word Pulse for an even lighter touch with less discussion material, and Leadership Journey Lines for deeper storytelling when the group has more time.

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ABOUT



Building Your Team is a division of The Leaders Institute®, the company that pioneered the Build-A-Bike® charity team-building activity in 2005. Building Your Team publishes practical, field-tested team-building activities and facilitation guides for corporate meeting planners, HR leaders, and event professionals.

Want us to facilitate this activity for your group?

Talk with our team about running the Best Advice Circle, or another meeting icebreaker,
for your group.

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