







Systematically Using de Bono's Six Thinking Hats®

	Beginning of Sequence	Middle of Sequence	End of Sequence
 White Hat	<ul style="list-style-type: none"> ◆ Explore a subject. ◆ Gather back-ground data. ◆ Share information available and needed. 	<ul style="list-style-type: none"> ◆ Gather more information. ◆ Consider where more information might be found. 	<ul style="list-style-type: none"> ◆ Not often used.
 Red Hat	<ul style="list-style-type: none"> ◆ Flush out initial feelings. 	<ul style="list-style-type: none"> ◆ Check for changes in feelings and acceptance. ◆ Converge on Green Hat ideas. 	<ul style="list-style-type: none"> ◆ Check reaction after final assessment. ◆ Check comfort level. ◆ Make a final decision.
 Black Hat	<ul style="list-style-type: none"> ◆ Avoid using at the beginning of a sequence. 	<ul style="list-style-type: none"> ◆ Identify possible difficulties. Avoid use following Green Hat. 	<ul style="list-style-type: none"> ◆ Disaster check.
 Yellow Hat	<ul style="list-style-type: none"> ◆ Begin consideration of a proposal. ◆ Deal with change. ◆ Check quickly for potential benefits. 	<ul style="list-style-type: none"> ◆ Determine the value of a suggestion. ◆ Look for benefits. 	<ul style="list-style-type: none"> ◆ Not often used.
 Green Hat	<ul style="list-style-type: none"> ◆ Use after White Hat for a quick idea generation. ◆ Not often used as first Hat. 	<ul style="list-style-type: none"> ◆ Generate alternatives. ◆ Ideas to overcome obstacles. ◆ Brainstorming rules apply. 	<ul style="list-style-type: none"> ◆ Lay out action alternatives. ◆ Improve and build on earlier ideas.
 Blue Hat	<ul style="list-style-type: none"> ◆ Set the scene & focus. ◆ Sequence Hats. ◆ Establish process and content 	<ul style="list-style-type: none"> ◆ Summarise content so far. ◆ Check process. ◆ Ensure focus is still clear. 	<ul style="list-style-type: none"> ◆ Summarise & review. ◆ Determine next steps & action channels