

# MX Retrospective Prompts Guide

**Reflect. Learn. Design better meetings, together.**

The MX movement isn't just about better meetings — it's about continuous learning. Use these retrospective questions to reflect on what just happened, invite shared ownership of improvement, and embed a culture of thoughtful iteration.

Perfect for:

- Closing a meeting with a short reflection
- Use in monthly “meta-meetings” about how you meet
- Training facilitators to be feedback-ready
- Group check-ins on culture and experience

## HOW TO USE THIS GUIDE

- **Pick 1–3 questions** at the end of a meeting for a 5-minute closing.
- **Rotate who asks the questions** — let others hold the mirror.
- Use anonymously via post-its or survey tools if psychological safety is low.
- Use as **team prompts** in retro or learning review sessions.

## Core Retrospective Questions

*(Use anytime, especially in shorter meetings)*

1. What worked well in today's meeting?
2. What could we improve for next time?
3. Did we achieve what we came here to do?
4. Was this time well spent?
5. Did everyone who wanted to speak have space to do so?
6. What's one thing we should stop doing in meetings?
7. What's one thing we should do more of?

## **Questions for Energy & Engagement (Pillars 1, 2, 11)**

- Did this meeting energize you or drain you? Why?
- Did we lose energy anywhere — and how can we prevent that next time?
- When were we most engaged today? What helped?
- Who brought energy to the room? Did we thank them?

## **Questions for Inclusion & Respect (Pillars 3, 4, 8)**

- Did we hear from a good mix of voices?
- Were any voices missing or underrepresented?
- Were there moments of disrespect or disconnection? Did we intervene?
- What helped people feel safe to speak up today?

## **Questions for Clarity & Outcomes (Pillars 1, 5, 7)**

- Were our purpose and outcomes clear from the start?
- Did we stay on track — or drift?
- What decisions or commitments were made — and who owns them?
- Is anything still unclear that we should clarify before we close?

## **Questions for Follow-Through (Pillars 5, 7, 12)**

- Are we clear on next steps and accountabilities?
- How will we track what happens after this?
- Who will check in to ensure follow-through?
- How can we make sure this meeting *leads to something*?

## Questions for Innovation & Growth (Pillars 6, 10)

- Did we try anything new in this meeting?
- Were people invited to think differently or creatively?
- Did we allow ourselves to pause, reflect, or slow down?
- How might we reimagine how we meet next time?

## Questions for Process & Roles (Pillars 9, 10)

- How did our roles today affect power and flow?
- Did the facilitator support good participation?
- Did our tools/platforms help or hinder?
- Was the agenda realistic and well-sequenced?

## Questions for Alignment & Purpose (Pillars 1, 6, 11)

- Did this meeting serve something bigger than just tasks?
- Did we connect our work to broader goals, values, or impact?
- Did this meeting reflect how we *want* to work together?
- Is our meeting culture aligned with our organization's values?

## Advanced Group Prompts (for mature, safe teams)

- What's a truth about our meetings that we're afraid to say?
- What is the most courageous thing someone did or said today?
- What dysfunctional patterns are we repeating?
- If we held this meeting for *humans*, not just productivity, how would it look different?