



Force Field Analysis

JOHN BESSANT
Managing Innovation

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What is it?

Force Field Analysis (FFA) is a technique for formally listing and analysing the various forces acting in a given situation, or affecting a given problem.

Why use it?

FFA can be used to help identify the forces that are causing a problem and the forces that may reduce that problem.

When used?

FFA is often used when developing an action plan to implement a change. It helps identify driving forces that may help in implementing the proposed change (aids), and restraining forces that may work against the proposed change (barriers).

How to use it?

Constructing a Force Field Diagram

1. Think through the proposed change. Consider who will be involved in the implementation, and learn all you can about the effect it will have on the existing situation.
2. At the top of the page write a simple definition of the goal or change to be implemented. Draw a line down the middle of the page and head the left hand column 'Driving Forces' and the right hand column 'Restraining Forces'.
3. Brainstorm a list of forces that will help implement the proposed change. List each of these forces under the 'Driving Forces' heading. Under each force draw an arrow pointing to the right.
4. Brainstorm a list of forces that will work against the implementation of the proposed change. List each of these forces under the 'Restraining Forces' heading. Under each force draw an arrow pointing to the left.
5. Make sure there are driving forces to counter each negative restraining force. If necessary, brainstorm additional driving forces for this purpose.
6. Analyse the diagram — see below.
7. Plan and take appropriate actions.

Analysing a Force Field Diagram

1. Construct an analysis sheet with separate spaces for driving and restraining forces (see below).
2. List each of the driving forces on the analysis sheet, separating those which can be influenced and those which cannot.
3. For each of the driving forces which can be influenced allocate 'scores' in the appropriate columns for:— the degree to which it is possible to influence this force — the likely significance or effect of influencing this force.(This scoring may be either quantitative eg 0-10, or qualitative eg small, medium, large, depending on the situation.) Calculate an overall score for each force by multiplying the possibility to influence by the likely effect and record this in the 'Overall Rating' column.

Repeat stages 2 and 3 for the restraining forces.