

Dana: Co-design summit is only a week long – how to prioritize? And how to get a curriculum that gets everyone to the same spot quickly? People are coming with goals – how to balance priorities?

Ranyee: We have a lot of expertise in the mix – how do we set up the curriculum so that there are opportunities for them to share their experiences with each other?

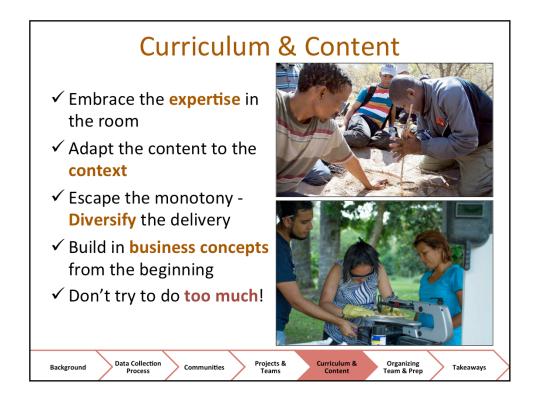
Want to build off of work that's already been done in cookstove space, but how download the knowledge but still give flexibility and opportunity to iterate without putting too much structure on the design?

About Engaging Participant Expertise:

- 1. Check with your Participant Experience Coordinator and other organizers to *know* what experience is in the room. Plan your learning objectives accordingly.
- 2. Highlight what sessions on the curriculum participants (and/or other organizers!) would be able to facilitate or help facilitate (could be facilitate, could be a panel, could be a rotation of activities, etc.)
- 3. Send a survey out in May to have participants sign up for what sessions (if any) they feel they can contribute to



Remember from Laura's list of lessons learned...



Embrace expertise in the room: no one is an empty vessel. All are bringing something excellent. The more you take advantage of the expertise the better. Ex. San community local artisans teaching us their crafts. IDDS Zero Waste had a panel where participants showcased their work and talked about waste and their examples. Have been times in some past summits where ppl who know design were *not* being asked to help teach and felt talked down to. Engage your participants at their expertise.

Skill builders are a good example. In Zero Waste skill builders (formerly called build its) all used recycle materials or machines to use recycled materials. In D'Kar – skill builders were all from from locals (like fire starting). From IDDS Lahore (ICT themed) all were ICT skill builders. Adapt to your summit.

Business should not be an afterthought, but something integrated from beginning and throughout (and there needs to be time for it in the curriculum – you will have to cut some things out or decide what not to do regarding business).

Amy: If people been sitting all day, don't keep them sitting down. If they've been working all morning, don't keep them all their feet in the afternoon. People appreciate the variety of learning methods IDDS has to offer. IF you're in the

Best Practices

- Follow the IDDS Design Cycle
- Try to mix and balance out the energy levels of the day.
- 20 min of instruction to 40 min hands-on activity or interaction.
- Share your IDDS's story on first day
- Introduce what project reports are from the beginning sustainable beyond the summit.
- Participants need guidance on what an activity is and ways to do it before they go do it.

Best Practices

- Highlight what sessions you can engage participants and their expertise to help facilitate
- Check with Part. Exp. Coordinators about what type of expertise your participants have and where a good place to plug them in.
- Check with your Part. Exp. Coordinator for ideas on energizers and icebreakers during the day as well as nighttime activities that could match the energy levels
- Reserve times for IDIN sessions
- Reserve 3 times for monitoring surveys that the M+E fellow will facilitate.
- Save at least half a day after participants leave for the all-organizer postsummit debrief
- Leave space for rest!! :)

Remember to engage not only the participant expertise in the room but other organizers' expertise in the room as well. We have a lot of talent on these teams!



An idea from IDDS Cookstoves Put your sessions in post-its and see where you are at, what you can delete, what you need to add, etc.

Use colors to differentiate between large group sessions and team work session. Try to balance for mix. It should move from more all group to more team work time over the course of the summit.

Where you have many activities, see if you can consolidate it into a carousel type session like the "ring of fire" (where it is many demonstrations happening at once that groups rotate through).

Resources Available for You!

IDDS Toolkit



IDDS Design Workbook in English and Spanish Past Curriculum Overviews Past Detailed Schedules Past IDDS PPTs Design Activities Skill Builders IDDS Session Plans and Handouts Icebreakers and Energizers Participant Experience Templates and Ideas IDDS Tools and Materials

IDDS Organizer Hangouts



Each
Other!! ©

IDDS Toolkit (with sample curriculum, schedules, activities, skill builders, icebreakers and energizers) online here: http://www.idin.org/idds/organizer-toolbox/idds-toolkit

All **Organizer Hangouts** online here: http://www.idin.org/idds/organize-host/design-facilitator-trainings

You can email each other: iddseducacion <iddseducacion@mit.edu>, idds-amazon-organizers@googlegroups.com, idds.botswana <idds.botswana@mit.edu>, idds.cookstoves <idds.cookstoves@mit.edu>, pia.codesign.organizers codesign.organizers@mit.edu>

Any other resources or ideas you'd like to share?

