Participedia.xyz Copy Deck - Updated Feb 2019

```
Site Map
               = link/dropdown/button/tab within a page
               = sub head section within a page
       []
               = note
Main nav bar
Hamburger menu
Quick Submit [ button ]
       > Case
       > Method
       > Tool/Technique
       > Organization
       > <u>Teaching Resource</u>
       > News [ admin only ]
<u>Login</u> [ button, not logged in ]
<u>User Profile Dropdown Menu</u> [ button, logged in ]
       > Profile
               > Edit Profile [ NEW ]
                       - Edit Public Profile
                       - Edit Private Settings
       > Sign Out
<u>Homepage</u>
       - [ <u>Map</u> ]
       - [Search]
       - [Footer]
<u>About</u>
       - Get Involved
       - Community
               > Members
               > Partners
                > Principal Investigator
```

Co-investigatorsCollaborators

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Teaching

- Participedia in the Classroom
- Teaching & Learning Resource Centre [NEW]

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Help & Contact

- Contact
- Feature Tour
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Main Navigation Bar - site wide (mockup)

- > [Hamburger Menu Icon]
- > Participedia [logo, home button]

- > Search [bar]
- > Quick Submit [+ button]
- > Login [button] / [User profile icon]

[TOP]

Hamburger Menu (mockup)

- > About
- > Teaching
- > Research
- > Help & Contact
- > Terms of Use
- > Quick Submit [+ button]
- > Login / Profile [button]

[TOP]

Quick Submit (mockup) (A guide to Participedia document)

Select the type of content you would like to publish. See our Guidelines page for more information.

> Case [+ button]

Cases are specific events and instances of public participation and democratic governance, contemporary or historical, completed, or ongoing.

> Method [+ button]

Entries about Methods provide information on the overarching processes used to guide public participation, such as citizens' juries, deliberative polling, and participatory budgeting.

> Tool/ Technique [+ button]

Copy Deck Pg. 2

Entries about Tools and Techniques provide information on the techniques, mechanisms, and devices used to implement, guide, or improve participatory methods.

> Organization [+ button]

Entries about Organizations provide profiles of formal and informal groups that design, implement, or support innovations in participatory politics and governance.

> Teaching Resource [+ button]

Entries in the Teaching & Learning Resource Center provide resources for undergraduate and graduate classroom settings, as well as professional development resources for practitioners, civil society organizations, and NGOs. Resources range from course syllabi and class assignments, to handbooks, simulations, and multi-media training material.

> News [+ button]

News items may be published by website administrators, and can include project announcements, team-authored blog posts, re-blogs from relevant sources, etc.

[TOP]

Log In

[powered by AUTH0] Email Password

[TOP]

User Profile Icon Dropdown Menu

Profile Sign Out

[TOP]

Profile (mockup)

Edit Profile [button, visible on user's profile when logged in] Name

Copy Deck Pg. 3

```
Location
Member Since
Contributions
Bookmarks
       [ Search Interface - Horizontal Menu ]
              ΑII
              Cases
              Methods
              Organizations
              Surveys
              Other Data Sets
              [icons / buttons]
                     Grid View
                     List View
                     CSV Download
       [ Search Interface - Vertical Menu ]
              Most Recent
              Alphabetical
              User Contributions
              User Bookmarks
              My Drafts (private) {only visible to logged in user, "private" = small, red text}
              [ filters - change based on content types ]
[TOP]
Homepage (mockup)
[MAP]
[SEARCH]
[Left side]
> All
> News
> Cases
> Methods
Copy Deck Pg. 4
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```
> Tools/Techniques
> Organizations
> Teaching Resources
> Users
[Right side]
> Sort By [ drop down menu ]
       Date Submitted
       Last Edited
> [ Grid icon ]
> [List icon]
> [ Download icon, drop down menu ]
       CSV
       JSON
[ Vertical Menu ]
       Most Recent
       Alphabetical
       My Contributions
       My Bookmarks
       My Drafts (private) {only visible to logged in user, "private" - small, red text}
       [ filters - change based on content types ]
FOOTER
[Column 1]
> About
> Research
> Teaching
> Experiments
Copy Deck Pg. 5
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[Column 2] > Cases
> Methods
> Tools/Techniques
> Organizations
> Teaching Resources
[Column 3] > News
> Users
> Help & Contact
> Terms of Use
[Column 4] Participedia A collaborative effort to document public participation and democratic innovation around the world
[Column 5] > [Facebook icon]
> [Twitter icon]
> [LinkedIn icon]
> CC Participedia 2018 [right bottom corner]
[TOP]

About (mockup)

TODO *see feature tour first slide copy - possibly include some of that here.

Welcome to Participedia

A global community sharing knowledge and stories about public participation

[video embed: youtube link]

Get Involved

Anyone can join the Participedia community and help crowdsource, catalogue, and compare participatory political processes around the world. All content on Participedia is collaboratively produced and open-source under a <u>Creative Commons License</u>.

Explore: Search, read, download, and learn from our database of cases, methods, organizations, surveys, teaching resources and external data sets.

Contribute: Help expand our database by editing existing content or publishing your own.

Teach: Use Participedia in the classroom to engage students and showcase their research.

Community

Participedia's searchable database of participatory democracy is for anyone - from the armchair researcher to the social scientist. The platform was collaboratively designed by an international research partnership to connect and bolster their work on participatory democracy with publicly crowdsourced knowledge.

Participedia was founded by Archon Fung (Kennedy School of Government, Harvard University) and Mark E. Warren (Department of Political Science, University of British Columbia), and is guided by a set of standing committees.

> Members

Participedia is open to anyone. Our members include people of all backgrounds, nationalities, and professions. From policy analysts to professors, activists to teachers, Participedia is a place for anyone interested in democratic participation. Our community is at the heart of our endeavour: by joining up, you too can help build this growing resource by editing existing content or publishing new examples of public participation.

> Partners

Participedia is built on a global partnership between organizations, institutions, and individuals who share an interest in participatory politics and governance. Our partners include co-applicants and collaborators under the SSHRC Partnership Grant. Please contact us if you would like to support the Participedia Project's global mission to expand the use and knowledge of democratic innovation by becoming a partner.

> Principal Investigator

Mark E. Warren, Participedia Project Director and Co-founder Department of Political Science / Centre for the Study of Democratic Institutions University of British Columbia

> Co-investigators

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Jez Hall

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Coady International Institute St. Francis Xavier University Antigonish, Canada

Deliberative Democracy Consortium Washington, United States

Emily Carr University of Art + Design

Studio for Extensive Aesthetics / Design + Dynamic Media

Vancouver, Canada

International Observatory on Participatory Democracy Barcelona, Spain

Kulturwissenschaftlichen Institut Essen (KWI) Essen, Germany

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Hamilton, Canada

Nanyang Technological University Public Policy and Global Affairs Programme Singapore

National Coalition for Dialogue and Deliberation Boston, United States

Peking University
Co-Innovation Center for State Governance
Institute of Political Development and Governance
Beijing, China

Pennsylvania State University

The McCourtney Institute for Democracy Pennsylvania, United States

Regional Authority for the Promotion of Participation (APP) Regional Council of Tuscany Firenze, Italia

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Universidade de Coimbra Centro de Estudo Sociais Coimbra, Portugal

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University of Arkansas Clinton School of Public Service Little Rock, United States

Università di Bologna Dipartimento di Scienze Politiche e Sociali Bologna, Italia

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University of Canberra Institute for Governance and Policy Analysis Canberra, Australia

Université de Montreal Centre d'études et de recherches internationals (CÉRIUM) Montréal, Canada

University of Southampton Centre for Citizenship, Globalisation and Governance (C2G2) Southampton, United Kingdom

University of Toronto Centre for Ethics Toronto, Canada

University of Toronto-Scarborough Centre for Critical Development Studies Toronto, Canada

University of the Western Cape Department of Political Studies Bellville, South Africa

University of Westminster Centre for the Study of Democracy London, United Kingdom

World Bank Institute ICT4Gov Program Washington, United States

WZB Berlin Social Science Center
Research Unit Democracy and Democratization
Berlin, Germany

> Committees

Participedia's committees are comprised of project co-investigators and collaborators, and are headed by a nominated chairperson who sits on the executive committee.

> Executive Committee

Participedia's executive committee comprises the chairs of each standing committee, and it's meetings are open to any member of our extended team or co-signatories to the project's SSHRC Partnership Grant (co-investigators, collaborators, and administrative representative of partner institutions).

Marco Adria, Chair, Communications & Knowledge Mobilization Committee Centre for Public Involvement University of Alberta

Amber Frid-Jimenez, Participedia Design Lead and Chair, Design & Technology Committee

Faculty of Design + Dynamic Media and Director, Studio for Extensive Aesthetics
Emily Carr University of Art + Design

Archon Fung, Participedia Co-Founder
Ash Center for Democratic Governance and Innovation
Harvard University

Patrick L. Scully (member ex officio), Participedia Managing Director

Matt Ryan, Chair, Research Design Committee Centre for the Study of Democracy University of Westminster

Joanna Ashworth and Bettina Von Lieres, Co-Chairs, Teaching, Training & Mentoring Committee
Centre for Sustainable Development
Simon Fraser University
Centre for Critical Development Studies
University of Toronto-Scarborough

Mark E. Warren, Participedia Project Director and Co-Founder Department of Political Science / Centre for the Study of Democratic Institutions University of British Columbia

> Design and Technology Team

The design and technology team researches and responds to the needs and goals of the Participedia's project and its community by testing and developing the open-source Participedia platform. The design and technology team is

primarily composed of undergraduate and graduate students from the Studio for Extensive Aesthetics at Emily Carr University of Art + Design. Its members contribute to the design and development of the Participedia Project under the leadership of Emily Carr faculty member, Amber Frid-Jimenez, Canada Research Chair in Art and Design Technology and Director of the Studio for Extensive Aesthetics.

Amber Frid-Jimenez, Design & Technology Team Lead & Art Director

Jesi Carson, Lead Designer & Communities Coordinator

Katherine Gillieson, Lead Graphic Designer

Stephan Garneau, Designer

Dethe Elza, Lead Developer

Andrea Del Rio, Designer & Developer

Alanna Scott, Developer

Sam Jiang, Designer & Developer

Kushal Goenka, Developer

Lydia Prince, Developer

David Ascher, Tech Lead

Patrick Scully, Managing Director

Scott Fletcher, Managing Editor

> Communications and Knowledge Mobilization Committee

The communication and knowledge mobilization committee advises the executive committee on the planning, implementing, and refining of communications between research partners. The committee also advises on the optimization of external communications with and among the Participedia community by supporting the development of content for the website, newsletter, and social media channels.

Marco Adria, Co-investigator & Committee Chair Centre for Public Involvement

University of Alberta

Jesi Carson, Lead Designer & Communities Coordinator Studio for Extensive Aesthetics
Emily Carr University of Art + Design

Sandy Heierbacher, Co-investigator National Coalition for Dialogue and Deliberation

Matt Leighninger, Co-investigator Yankelovich Center for Public Judgment Public Agenda

Paolo Spada, Co-investigator Centro de Estudo Sociais Universidade de Coimbra

Secchi Michelangelo, Research Assistant Centro de Estudo Sociais Universidade de Coimbra

Scott Fletcher, Managing Editor
Department of Political Science / Centre for the Study of Democratic Institutions
University of British Columbia

> Teaching Training & Mentoring Committee

The teaching training and mentoring committee is responsible for the integration of Participedia materials into pedagogy, teaching, student involvement, and the training of practitioners and public officials.

Joanna Ashworth, Co-investigator Centre for Sustainable Development Simon Fraser University

Ibhawoh Bonny, Co-investigator Department of History McMaster University

Katie Knobloch, Collaborator Department of Communication Colorado State University

Julien Landry, Collaborator

Coady International Institute St. Francis Xavier University

Marjorie Marona, Collaborator
Department of Political Science
Universidade Federal de Minas Gerais

Françoise Montambeault, Co-investigator Département de science politique Université de Montréal

Tina Nabatchi, Co-investigator
Program for the Advancement of Research on Conflict and Collaboration
(PARCC)
Syracuse University/Maxwell School

Laurence Piper, Co-investigator Department of Political Studies University of the Western Cape

Matthew Ryan, Co-investigator
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University of Southampton

Timothy Shaffer
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Nancy Thomas
Institute for Democracy & Higher Education
Tufts U

Bettina von Lieres, Co-investigator Centre for Critical Development Studies University of Toronto-Scarborough

Ethan Way, Research Assistant University of Toronto-Scarborough

> Research Design Committee

The research design committee sets the strategic direction of Participedia's research agenda.

Leonardo Avritzer, Co-investigator Universidade Federal de Minas Gerais

Selen Ercan University of Canberra

Matt Leighninger, Collaborator

Deliberative Democracy Consortium / Public Agenda

Peter Loewen, Co-investigator University of Toronto

Michael Mackenzie, Collaborator University of Pittsburgh

Patrizia Nanz, Co-investigator Research College / University of Duisburg-Essen

Lucy Parry, Research Associate University of Canberra

Matthew Ryan, Co-investigator University of Southampton

Graham Smith, Co-investigator Westminster University

Dietlind Stolle, Co-investigator McGill University

Mark E. Warren, Project Director, Co-Founder and Principal Investigator Department of Political Science / Centre for the Study of Democratic Institutions University of British Columbia

> Supporters

Participedia is currently supported by the <u>Social Sciences and Humanities Research</u> <u>Council of Canada</u> (SSHRC) through a five-year Partnership Grant beginning in April 2015.

The Design & technology Team operates out of the <u>Studio for Extensive Aesthetics</u> at Emily Carr University of Art & Design, and is supported by the <u>Canada Research Chairs</u> Program and the <u>Canada Foundation for Innovation</u>.

Translation management software for this website is provided by PhraseApp.

The project was previously funded by a two-year SSHRC Partnership Grant from April 2011-2013. And, an earlier version of the Participedia website included a prototype for German language functionality, developed under the generous support of the Bertelsmann Foundation in 2012.

> Staff

Participedia's core team of staff members maintain day-to-day operations, support the community, and ensure project goals are continuously attained and refined.

Jesi Carson, Lead Designer & Communities Coordinator Emily Carr University of Art + Design

Dethe Elza, Lead Developer

Scott Fletcher, Managing Editor
University of British Columbia

Rebecca Monnerat, Project Manager University of British Columbia

Alanna Scott, Developer

Patrick L. Scully, Managing Director

Mark E. Warren, Project Director, Co-Founder and Principal Investigator Department of Political Science / Centre for the Study of Democratic Institutions University of British Columbia

Content

Participedia offers a searchable database of content related to worldwide public participation.

> Cases

Entries about <u>cases</u> document specific examples of how various methods of participatory politics and governance are implemented. Cases can be contemporary or historical, completed, or ongoing.

For example, this case on <u>Paris's 2017 Participatory Budget</u> is one of over 160 case entries documenting the use of participatory methods to give citizens stronger influence over the distribution of public resources.

> Methods

Entries about <u>methods</u> provide information on the overarching processes used to guide public participation, such as citizens' juries, deliberative polling, and participatory budgeting.

 For example, the <u>21st Century Town Meeting</u> method allows a large number of people to deliberate simultaneously in small-groups using audience response technology.

> Tools / Techniques [NEW]

Entries about <u>tools and techniques</u> provide information on the techniques, mechanisms, and devices used to implement, guide, or improve participatory methods.

• For example, <u>Deliberative Polling</u> is a method that uses tools and techniques such as <u>random selection</u>, <u>surveys</u>, and <u>facilitated small-group discussions</u>.

> Organizations

Entries about <u>organizations</u> provide profiles of formal and informal groups that design, implement, or support innovations in participatory politics and governance.

• For example, <u>Apathy is Boring</u> is a Canadian NGO that uses methods of participatory arts and democratic education to engage youth in politics.

> Teaching Resources [NEW]

Entries in the <u>Teaching & Learning Resource Center</u> provide resources for undergraduate and graduate classroom settings, as well as professional development resources for practitioners, civil society organizations, and NGOs. Resources range from course syllabi and class assignments, to handbooks, simulations, and multi-media training material.

• This section is under construction and will be available soon.

[TOP]

Research

Research

Participedia is guided by the research question: What kinds of participatory processes work best, for what purposes, and under what conditions?

> Methodology

The strategy is simple: crowdsource information on democratic innovations from around the world and then aggregate this into a public database that continually updates with new contributions. All of Participedia's content and data is open source.

For an in-depth explanation of the history, aspirations, theory, and analytical approach of Participedia, see '<u>The Participedia Project: An Introduction</u>', by the two founders of Participedia, Archon Fung and Mark E. Warren.

> Data Repository

Participedia Dataverse Repository

A great deal of research on democratic innovations and participatory processes that takes place around the world is not publicly available. These materials include datasets, codebooks, statistical software syntax or scripts, dissertations, conference papers, and practitioner evaluations and reports. The Participedia Dataverse (https://dataverse.harvard.edu/dataverse/Participedia) provides a home for these materials in an accessible and organized data repository, archives the materials for long-term preservation, and generates standardized descriptions and identifiers to ease discovery and citation of the materials.

Researchers and practitioners can contribute to the Participedia Dataverse by depositing their research materials *free of charge*. Features of the Participedia data repository include:

- * metrics on the number of downloads of each dataset:
- * the ability to download datasets in multiple formats that are automatically generated;
- * the ability to conduct data analysis right through the user interface without downloading data, since R is built into the user interface;
- * long-term preservation of data;
- * automatic assignment of digital object identifiers (DOIs) and other standards-compliant metadata to enable citation of datasets:
- * indexing of datasets in major search engines to help users find the data;
- * creation of digital fingerprints to enable authentication of datasets; and
- * an open API that allows data and metadata to be used by other web services.

Please direct any questions you may have about how to contribute to Participedia Dataverse to data@participedia.net

> Surveys

Surveys are supplementary to Participedia's current data and narrative descriptions and are intended to gain further insight on the outcomes and effects of cases.

The participant survey will capture the experience of participants directly involved in a participatory process. It could be delivered by organizers at the location of a particular process, or participants could be asked to complete the survey after the event.

The observer survey will capture views pertaining to the broader impact of a particular case. 'Observers' include practitioners, participants or researchers with particular knowledge of that case.

Participedia's surveys are undergoing testing, and will be available for download soon

[TOP]

Teaching

SEE THIS DOC FOR MOST UP-TO-DATE COPY (02/25/2019):

https://docs.google.com/document/d/1R8YRNcRUNahKYQjGVtfk3QV93PoCTH64E0cl2863 Azk/edit?ts=5c7473f0#

Participedia in the Classroom

Writing or editing articles for Participedia can be a great assignment for courses that deal with political participation, democratic innovation, or deliberation.

In the course of selecting, researching, and writing up a case, method, or organization, students will learn about the substance of participation in varied contexts. Students may also find it rewarding to have their work showcased on Participedia.

In addition to searching Participedia's Teaching & Learning Resource Center (coming soon - see below) for ideas on how to enhance course offerings about public participation, here are links to a few brief blog posts describing experiences with Participedia in the classroom from the perspective of teachers and students.

- Insights into How to Use Participedia in the Classroom
 https://participedia.net/en/news/2012/03/23/insights-how-use-participedia-classroom
 (update Katie Knobloch's title & affiliation)
- University of Bremen Graduate Students Use Teamwork to Contribute Translations and New Content to Participedia
 https://participedia.net/en/news/2014/03/23/university-bremen-graduate-students-use-te
 amwork-contribute-translations-and-new

Teaching & Learning Resource Centre

Coming soon! Like cases, methods and organizations, anyone will be able to publish teaching and learning resources to share with the Participedia community.

Currently, Participedia is collecting tools for educators and learners, including course syllabi, sample assignments and more, to enhance course offerings about public participation as well as participatory teaching practices in other subjects. These resources can be applied in early to post-secondary education settings, as well as professional development for NGOs, civil society organizations, and practitioners.

These resources can be used to:

- 1. Improve students' knowledge of innovations in participatory democracy, while also improving their research and writing skills by publishing cases, methods and organizations on Participedia;
- 2. Focus on Participedia content and its connection to relevant theoretical material;
- 3. Prepare students to be organizers and researchers of democratic innovations, and;
- 4. Shape pedagogy and classroom culture to be more participatory.

Assigning Participedia in the Classroom

Getting students to write or edit entries for Participedia can be a great assignment for courses that deal with political participation, democratic innovation, or deliberation.

In the course of selecting, researching, and writing a case, method, tool/technique, or organization entry, students will learn about the substance of participation, find and cite secondary source, format their writing for collaborative wiki entries, and add or modify fixed-field data forms. Students may find it rewarding to have their work posted on Participedia, where it will potentially be read and used by many people.

Here is a sample class assignment developed by Prof. John Gastil for a course on Political Deliberation. The assignment generated excellent entries and has since been used and adapted by other faculty with good results.

Explore the rest of the Teaching and Learning Resource Center for additional examples of materials that can be used to guide students as they create content for Participedia. And if you assign the writing of Participedia entries, please let us know how it goes. We want to continue to develop Participedia in ways that respond to the needs of teachers and trainers.

[TOP]

Help & Contact

Contact Us

> Email Support Team

Feature Tour (see Github issue #624)

> Start Feature Tour [Feature tour starts automatically for first visit, and can be accessed via the help & contact menu also]

[large slide with button to start tour]

The Participedia Project is a collaborative effort to identify, document, and learn from the hundreds of thousands of new channels of citizen involvement occurring in governments, communities, and organizations throughout the world. We seek to explain why these processes are developing as they are. And we hope to provide information vital to assessing these processes' contributions to democracy and good governance.

In brief, Participedia's mission is to build a global community committed to sharing – and learning from -- ideas and examples of how to improve the quality of democracy through public participation.

Participedia entries include cases, methods, tool/techniques, organizations, and teaching and learning resources. The Participedia platform is published under Creative Commons License and is accessible and editable by anyone. For more general advice for writing all types of Participedia entries, please see our Key Considerations.

--- NEW TOUR TEXT (2019)

[Quick Submit - red dot on quick sub button]

Click this button to join a global movement to document citizen engagement. From town hall meetings, to protests, to participatory arts, all kinds of democratic innovations are welcome on Participedia.

'Quick Submit' allows you to publish basic information about cases, methods and organizations related to public participation, in under five minutes. All content on Participedia is open source and collaboratively produced as part of the <u>Creative Commons</u>.

Your contributions have the potential to impact research, knowledge sharing, policymaking, and citizen-empowered inspiration around the world.

[search filters]

---OLD DRAFT text (2018)

Welcome to Participedia, a collaborative effort to document public participation and democratic innovation around the world. Click Quick Submit to enter basic information about a public participation case, method or organization in just minutes. You can then publish your entry as is, or click "do full version" if you have more details to add.

[Login - red dot on login]

Welcome to Participedia, a collaborative effort to document public participation and democratic innovation around the world. Login to help build our online database by publishing and editing content. All content on Participedia is collaboratively produced and open-source under a Creative Commons License.

[Search - red dot on search bar]

Conduct a site-wide search using one or more keywords.

You can do an advanced search using common syntax like "and", "or", and "not", as well as quotations and parentheses. **edit to include some examples here with code text per amber's suggestion - Andrea can you do this?

[Map - red dot on map]

The map shows cases and organizations around the world. Your search results are represented by red pins. Double click to zoom in. Select any pin to find out

more about a Case or Organization. Note, methods don't appear on the map because they're not location specific.

[Sort - red dot on tabs]

Sort the results by content type such as cases, methods or organizations.

[Read - red dot on title of 3rd case in results]

Open any case, method or organization to read about it and see what data has been entered.

[Bookmark - red dot on bookmark icon of 3rd case in results]

Bookmark content to review it later. Find your bookmarks on your profile page.

[Feedback button - red dot on feedback button]

Use the feedback button to suggest improvements or if something on the website isn't working properly. Include your email address if you would like to be contacted about your feedback.

Guidelines

Detailed guidelines for publishing content on Participedia.

[TBC - links to PDF download OR static page]

- > Case
- > Method
- > Tool/ Technique
- > Organization
- > Teaching Resource

FAQs

> What is a case?

Cases are specific events and instances of participatory politics and governance of all shapes and sizes. Entries about Cases include specific examples of how various methods of participatory politics and governance are implemented. These case examples can be contemporary or historical, completed, or ongoing.

> What is a method?

Entries about Methods provide information on the process designs used to guide public participation, such as citizen juries, deliberative polling, and participatory budgeting.

> What is a Tool/ Technique?

Entries about Tools and Techniques provide information on the techniques, mechanisms, and devices used by participatory methods to achieve their goals. For example, Deliberative Polling® is a method that uses tools and techniques such as random selection, surveys, and facilitated small-group discussions.

> What is an organization?

Entries about Organizations provide profiles of formal and informal groups that design, implement, or support innovations in participatory politics and governance.

> What is a Teaching Resource?

Entries in the Teaching & Learning Resource Center are tools for educators, including course syllabi, sample assignments and more, to enhance course offerings about public participation as well as participatory teaching practices in other subjects. These resources can be applied in early to post-secondary education settings as well as professional development for NGOs, civil society organizations, and practitioners.

> What is a survey?

Surveys are supplementary to Participedia's current data and narrative descriptions and are intended to gain further insight on the outcomes and effects of cases. Completed surveys are linked to corresponding cases. See the research page for more information about surveys.

> How do I create a user account?

Click "Log In" on the main menu and register with an email address.

> How do I create content?

Once you are signed in, you can create content by clicking the "Quick Submit" button and selecting the type of content you would like to publish. See our <u>quidelines</u> for more information.

> What is Quick Submit?

Clicking quick submit allows you to publish a case, method or organization in minutes, without completing a full entry.

> How do I edit content?

While viewing a case, method or organization article, click the "edit" button to jump in and add to or amend the current entry.

> How do I delete content?

Only site administrators can delete content. If you'd like to delete an entry, please contact us.

> Can I see who has edited my content?

The "revisions" button allows you to display of all the contributions to an article, including authorship, and allows you to revert to a previous version.

> How do I create content in another language?

If you create an article in a language other than English, please indicate the language in parenthesis right after the name of the article - e.g. "Orcamento Participativo (Portuguese)".

> Can I translate existing content into another language?

To translate content to German... TBD

If you translate existing content into any language other than German, please create a new version of the article and include an attribution at the beginning of your article linking to the original case. Be sure to also complete the corresponding entries in the data fields.

> How do I search for information?

By default, the homepage search results section displays a curated set of featured content. Explore the homepage map to find content by location.

Use the search bar at the top of any page to conduct a site-wide search using one or more keywords. Once your search results are displayed, sort the results by content type such as cases, methods or organizations.

To conduct an advanced search, use the following syntax:

AND: bicycle and rally (this is the default, so the same as bicycle rally) will return items which match both words

OR: bicycle or rally will match items with either or both words

NOT: bicycle not rally will match items which contain bicycle, but only if they do not also contain rally

QUOTES: "womens rights" will return items that have "womens" followed by "rights"

PARENTHESES: (bicycle or rally) and ("womens rights" and UK) will will group logical operations inside the parentheses as a group before applying the operators joining groups

All of these operations can be combined.

Searches are not cases sensitive. Stop words (simple words too common to search on like I, they, we, should, ...) are ignored. Words are stemmed, so women and womens and women's will all match the same.

> How do I download and interpret data from my search results?

Once you have completed a search, you can download the results as a comma separated value (CSV) or JSON file by clicking the download button.

Download the corresponding codebook here to interpret the results.

> How do I access my bookmarked content?

Visit your personal profile page to access your bookmarked content.

[TOP]