

Responsible Tech Collective

Member Co-Created Shared Learning Session - Playbook



Introductions...

Hello, hello!

This is the service we're testing to explore **how we can share learning** in the Responsible Tech Collective.

This **user playbook details the guidance and tools** designed to support members to co-create learning sessions and deliver them to the rest of the Responsible Tech Collective. As well as **how to set up and deliver your learning session** such that you enable audiences to assimilate the learning and shift their practices.

The idea of the service is to support members, like you, to **team up with one another** to develop and deliver learning sessions. **These sessions can be** based on projects, client work or new or evolving practices in design, data, technology.

We've also created **a document comprising session content and structure guidance**. You'll find links to this document through this slide pack or in the shared google drive.

Enjoy!

The Noisy Cricket team x



About the Responsible Tech Collective

Responsible Tech Collective

The collective is a community of cross-sector organisations and community representatives, working to (first) establish Greater Manchester as an equitable, inclusive and sustainable exemplar for responsible tech, through putting people first in its creation.

Our **vision** is to establish Greater Manchester as an equitable, inclusive and sustainable exemplar for ethical tech.

Our **mission** is to bring home the humanity to tech through systemic responsibility and personal empowerment.

For more information see our RTC Co-Creation Progress Report [here](#) or our other opinion and progress blogs [here](#).

The **ambition** of the **Member Co-created Learning sessions** is to better enable members and the Collective as a whole to share individual learning and enable progress. Co-creation is essential to this process, to enable members to come together, bring diverse perspectives and share learning across a whole range of topics to disseminate good practice and begin to shift ways of working in the Greater Manchester tech industry.

Service Ambition

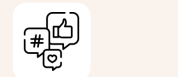
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Member Co-Created Learning Session – Process Overview

Here is a **overview of the process** you'll go through to create and deliver your learning session.



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Stage 1

Partner Up

Tools and Resources

- [Topic Guidance](#)
- [Expression of Interest Form](#)

You'll have seen Noisy Cricket's **call** for Responsible Tech Collective members to run a shared learning session. We run these sessions every couple of months. At this stage, we'd love you to **consider what learning you might want to share** with the collective.

The beauty of these learning sessions is that they are **co-created between different members**, so members can bring different perspectives to a topic area. As such it's expected that members plan, create and deliver the session with other people, whether internal or external to their organisation.

If you need guidance or want some framing around what to share, take a look at this [Topic and Theme Guidance](#) (on the next slide) to inform your thinking. For example, you might choose to share your latest thinking on trauma-informed design. Or your thoughts on how to ensure greater diversity in tech teams. Or your learnings from a recent project about embedding community engagement into SME design practice.

When you know you want to create and deliver a learning session, even if you only have an inkling of an idea, you can fill out this [Expression of Interest Form](#) to share them with Noisy Cricket. We will then organise a **call with you (and your partner if you have one)** to help guide you to develop a session idea.

If are struggling to find a partner for your learning session, Noisy Cricket can **connect you** with other members who can add different perspectives, insight and experience.



Responsible Tech Practises

These are examples of the kind of **learning** that Responsible Tech Collective Members are interested in exploring. You might consider selecting one of these **topics and disciplines** or **themes** to base your learning session around, or or add in new ones. Please bear in mind that this topics list is constantly evolving.

Topics

Design Ethics Disciplines

Accessibility, AI Ethics
, Algorithm Bias, Consequence Scanning,
Ethical and Sustainable Research,
Speculative Design, Trauma-Informed
Design

Data Ethics Disciplines

Governance, Consent, Security, Open
Data, Community Data Infrastructure

Diversity & Inclusion

Recruiting Diverse Teams, Cultural
Inclusion

Digital Inclusion

Digital Safeguarding, Digital Skills, Digital
Access, Digital Motivation

Themes

General

Trust
Rights
Innovation
Intellectual Humility
Community Engagement
Employee Motivation
Regulation & Legislation



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Stage 2

Organise

Once you and your partner have come up with a session idea, Noisy Cricket will **advertise it** on the Responsible Tech Collective networks. You and your partner share it on your own networks.

To do this, access the **Shared Calendar [link TBC]** and use the instructions for use (link TBC) to update the invite and send it out to members. You can add a hangout or zoom link to the calendar to use to deliver their learning session remotely.

Use this **form to add content for an eventbrite page**, which Noisy Cricket will publicise and manage on your behalf.

Tools and Resources

- [Shared Calendar Link](#)
- [Event Template](#)



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Stage 3

Review

Once the event is set up and advertised to attendees, you will be able to begin to **prepare your learning session and materials**.

To inspire you, **review** this [User Guidance](#) which includes information on **audience types** and **how to shape content** for your session.

You'll be able to access all these materials via the [Shared Google Drive](#) only accessible to members.

Tools and Resources

- [User Guidance Document](#)
- [Shared Google Drive](#)



Stage 4

Create

While creating the session, review the [User Guidance](#) to help you plan the structure and format of your session.

As you create your learning session and prepare your materials, Noisy Cricket will be **available for questions and for sense-checking**. Although the team don't need to see the materials for sign-off.

In the meantime, Noisy Cricket will continue to **advertise the learning session** on Responsible Tech Collective networks, while you as a member **can share the session** on your own networks.

Tools and Resources

- [User Guidance Document](#)



Stage 5

Reflect

Once you have delivered your session, you and your session partner can use a **Template Retro Board** (shared by NC with eventbrite attendees post-session) to gather **feedback from attendees**.

We'd also love it if you could **provide feedback to Noisy Cricket** on the support you received to develop and deliver the session. Use a **Prototype Evaluation Form** (provided by NC via google forms) NC will remind you to do this after the session.

Finally, you're responsible for any **write-up or questions post-session**. Also for **storing all session materials in the shared drive**, including the session recording and delivery materials) post-session. Any blogs also need to be linked to the google drive, so members can access them, and shared with all attendees, members or not.

Tools and Resources

- [Retro Board Template](#)
- [Prototype Evaluation Form](#)
- **Shared Google Drive**



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