



Facilitator notes: Module 5b workshop

The aim of this module is for the co-creators to pick the narrative (or what we are calling a theme for the co-creators) to be the focus for their intervention.

NOTE: Depending on your timeline/the scope of your project. You might like to run the **Selecting the theme** activity as a separate workshop, alongside the **Refining Ideas** activity from module 5c. This would give your co-creators more time to develop their ideas.

Pre-workshop preparation

Summary of facilitator pre-workshop tasks:

1. Read through all facilitation instructions
2. Email participants
3. Selecting narratives – printing

What do you need to do before the workshop

There are several pre-workshop preparation tasks that you need to carry out for this module.

1. Read through facilitator instructions

Please read through all of the facilitation instructions for running the workshop, to make sure it is all clear.

2. Email co-creators

You need to email all workshop participants with the materials needed in the workshop.

We have created a draft email to hopefully make it easier. Please do feel free to re-word it as you would like. The drafts are simply to try to make the process less burdensome for you.

3. Selecting narratives – printing

For this task, it will be useful to provide the groups with clean copies of the multisensory prompts. We have provided a large-print version, Easy Read version, and a standard print version of the list of multisensory prompts. You will need to print out enough copies of this question list for your group and email a digital copy to participants in advance. You can reuse any of the unannotated printouts that you used in previous sessions.

Running the workshop

An approximate timing for each of the workshop tasks is here:

Selecting narratives	
Part A: presenting the themes	Up to 15 mins
Part B: exploring the themes	30 mins
Part C: discussing the themes	10 mins
Break – 25 mins	
Visit the museum space	
Part A: moving around the museum	30 mins
Part B: follow up discussion	10 mins
Selecting the theme	
Group discussion to agree on a theme	25 minutes
Wrap up discussion	

Round-up and plans for the next session	5 mins
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Selecting narratives

Selecting narratives	
Part A: presenting the themes	Up to 15 mins
Part B: exploring the themes	30 mins
Part C: discussing the themes	10 mins
Break – 25 mins	

Summary of the task: In this task, the museum professionals will present the co-creators with their narrative shortlist and any important contextual information (developed in Module 4). The co-creators will then explore the multisensory potential of these narratives with the aim of picking the one which they would like to focus on. We are going to use the term ‘themes’ for co-creators.

Part A: presenting the themes

Part A: presenting the themes	Up to 15 mins
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It is up to you how to present the themes in a way that works best for your co-creators.

Instructions for participants: I am going to present you with three themes that exist within our museum. Later, we are going to ask you to think about those themes in a multisensory way, like you did with the ‘[insert name of example theme]’ in the last workshop. However, for now you just need to listen. I will be giving you a bit more information for each of the themes today.

NOTE TO FACILITATOR: It is important to allow the co-creators to pick the narrative. Be careful not to express a personal or museum preference for a particular narrative or theme.

Part B: exploring the themes

Part B: exploring the themes	30 mins
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NOTE FOR FACILITATOR: Part B is designed to be a discussion in groups. Depending on your co-production group, you might find it useful to split them into groups of 2-3.

Depending on the individuals in your co-production group they might like to annotate an A3+ print out of the multisensory prompts. Or they might like to just discuss their ideas.

Remind them that there are no wrong answers, and it is absolutely fine to disagree with each other. Experiences of the senses are individual and are socially and culturally determined.

Instructions for participants: We are now going to spend some time exploring the themes. Thinking about each topic, work through the multisensory prompts to think about the sensory possibilities within each theme. You might want to think about activities, ideas or actions that you associate with the themes, and think about the sensory possibilities within those. You can take a broad approach or focus on specific elements. Remember there are no wrong answers, and it is ok to disagree.

Part C: Discussing the themes

Part C: discussing the themes	10 mins
Break – 25 mins	

Instructions for participants: Before we start feeding back some of your thoughts and ideas to each other, I wanted to let you know that,

as a group, you will be choosing only one of the themes you are exploring today as the basis for your museum exhibit or experience.

With that in mind, when you feedback your ideas, please tell us if there were any clear preferences that were beginning to emerge.

It is totally fine if there weren't, and it is also totally fine if the preferences were different for different people.

Prompts for participants:

- Which theme are you most excited by? Why?
- Is there a theme which you want to explore more?
- Are there any multisensory experiences or exhibits that you are already thinking about?

Visit the museum space

Break – 25 mins	
Visit the museum space	
Part A: moving around the museum	30 mins
Part B: follow up discussion	10 mins

Part A: moving around the museum

Part A: moving around the museum	30 mins
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NOTE TO FACILITATOR: This is an opportunity for the co-creators to experience how the potential narratives fit into the wider museum narratives/experience. It is also a chance for them to start thinking about possible interventions, either linked to specific objects or the narrative more broadly. When you are in the spaces, it would be helpful if you could do a short audio description of the space. This can draw attention to some of the main features of the space,

including the size, and collection elements that are in there already. This is crucial if you have any blind or partially blind co-creators, but it will be helpful for focusing attention for everyone in your group.

If you are currently redeveloping a space, this is also a good opportunity to share further information and/or plans with the group so that they can understand the wider context.

Instructions for participants: We are now going to go for a walk through the museum, to look at the specific areas where the three themes you have discussed might fit in. When you start thinking about the exhibit or experience you want to create, it will be handy to be able to think about what space it might fit into. At the same time, at this stage, (almost) everything is possible. I am going to do a brief description of each space, when we are there. I will also be able to answer any questions that you have about the space, or things that are in the space.

Part B: Follow up discussion

Part B: follow up discussion	10 mins
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Summary of the task: This is an opportunity to start discussing the co-creators' ideas after moving around the museum.

Prompts for participants:

- Has this changed the way that you felt about the potential themes?
- Has it given you new ideas? Or changed which one you want to focus on?
- Do you have any ideas for multisensory experiences or exhibits which could be used to communicate these themes?

Selecting the theme

Selecting the theme

Group discussion to agree on a theme	25 minutes
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NOTE: Depending on your timeline and/or the scope of your project, you could run this session as a whole workshop or, alongside the **Refining Ideas** activity from module 5c. This would give your co-creators more time to develop their ideas. This might be especially useful if you have a group that you think might struggle to come to a consensus.

Summary of the task: In this session, co-creators will discuss the different themes, to try to come to a decision on which theme they want to focus on.

Instructions for participants: For the next 25 minutes we are going to try and decide on which theme we want to focus on for the rest of this process. If there isn't already a clear favourite for the whole group, this is a chance to discuss further. If you are still struggling to come to a decision by the end of this workshop, that's ok! You can come back to it at the beginning of the next workshop after you have had some more time to think about it. At the next workshop, if the group still has many ideas and multiple options, the museum professionals will let you know the theme that best fits their museum's goals, and that will become the theme that the group works on.

Prompts for participants:

- Which theme are you most excited by? Why?
- Is there a theme which you want to explore more?
- Are there any multisensory experiences or exhibits that you are already thinking about?

NOTE TO FACILITATOR: if there is some obvious conflict between two or more themes that seems like it won't be easily resolved at the next workshop, there will be some guidance on this in the facilitator notes for the next workshop.

Wrap up discussion

Wrap up discussion	
Round-up and plans for the next session	5 mins

Summary of the task: This is an opportunity to confirm the plans for the next session and go over any questions that co-creators might have so far.

NOTES FOR FACILITATORS:

There is a draft post-workshop email, to hopefully facilitate the process. Please do feel free to re-word it as you would like. The drafts are simply to try to make the process less burdensome for you.