

# Food Equality Creative Methods Toolkit



## Online Collage



METHOD NO. 2

**Collage - suggested online session plan. This method requires advance planning and communication with the group from 10 days to 1 week beforehand. Online session 1 to 1.5 hours.**

TIMING	ACTIVITY	FOCUS/OUTCOME
<p><b>PRE-SESSION</b></p> <p><b>10 TO 7 DAYS IN ADVANCE</b></p>	<p><b>Set up a meeting on your chosen online platform, eg: zoom or other.*</b> Circulate the link, instructions for joining and a session plan outlining the process. Check with participants about access to devices and the internet.</p>	<ul style="list-style-type: none"> <li>Facilitator is aware of access to digital resources and support needs.</li> <li>There is time to flag potential issues and raise questions.</li> </ul>
<p><b>PRE-SESSION</b></p> <p><b>3 TO 4 DAYS IN ADVANCE</b></p>	<p><b>AS A GROUP IDENTIFY TOPIC(S) TO BE DISCUSSED.</b> Suggest everyone to bring a 'found digital item' to the session relating to the chosen topic. (photo, video clip, social media post)</p>	<ul style="list-style-type: none"> <li>There is a clear focus for conversation.</li> <li>Shared opportunity to contribute something chosen or thought about in advance.</li> </ul>
<p><b>PRE-SESSION</b></p> <p><b>3 TO 4 DAYS IN ADVANCE</b></p>	<p>Prepare a collection of digital materials relevant to the topic(s). Collate on a collaborative sharing platform, such as Google Slides.</p>	<ul style="list-style-type: none"> <li>There is a wide range of materials and images to select and discuss.</li> </ul>
<p><b>AT THE SESSION</b></p> <p><b>30 MINUTES</b></p>	<p>SEND OUT THE JOINING LINK INSTRUCTIONS AGAIN. ENSURE THE GOOGLE SLIDE LINK IS SET TO <b>"ANYONE WITH THE LINK CAN VIEW"</b></p>  <p>THE GOOGLE SLIDE LINK IS SHARED VIA THE CHAT FUNCTION.</p> 	<ul style="list-style-type: none"> <li>The shared document can be manipulated by moving, selecting and adding digital materials.</li> </ul>
<p><b>40 MINUTES</b></p>	<p>ENSURE THE PLATFORM SETTINGS ALLOW ALL PARTICIPANTS TO SCREEN SHARE.</p>  <p>USE THE GOOGLE SLIDE DOCUMENT TO WRITE, ADD IMAGES OR SELECT.</p>	<ul style="list-style-type: none"> <li>This part of the session may need prior testing and support before and during the session.</li> <li>A minimum of two facilitators will help troubleshoot any issues or questions as they arise.</li> </ul>

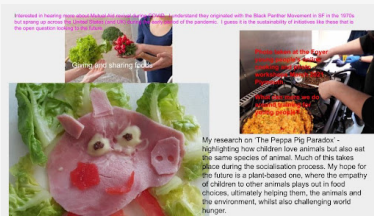


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20 MINUTES	<p>Discuss the resulting images. (example below) Allow plenty of time for everyone to contribute by speaking or writing in the chat. Invite conversation and comments either spoken or via the chat function:</p> <p><b><i>“Was there an image or item here that interested you and why?” “Would anyone like to say something about this image?”</i></b></p>	<p>The shared work process results in collaborative pieces which can be saved as a pdf and shared further.</p> 
10-20 MINUTES	<p><b>Reflection and evaluation.</b></p> <p>Encourage comments and open critique of this process, as participants may respond very differently to this session.</p>	<ul style="list-style-type: none"> <li>• Allow time for open discussion about what worked and did not work.</li> <li>• Identify and agree what more support will you need next time.</li> </ul>

**Note:\*** This session was designed and delivered using the zoom online video conferencing platform. The free version of zoom is limited to 40 minutes. A licence for zoom pro costs £119 per year for unlimited time and additional features, a considerable cost <https://zoom.us/pricing>.)

There are many comparable online video conferencing platforms which are developing all the time. They have different features and many of them are free - it is worth researching and testing the one that works best for you and your group. You could look at:

[HTTPS://MEET.JIT.SI](https://meet.jit.si)

[HTTPS://APPS.GOOGLE.COM/MEET/](https://apps.google.com/meet/)

[HTTPS://EZTALKS.COM](https://eztalks.com)

[HTTPS://LIVESTORM.CO](https://livestorm.co)