



Catalog

Recommended activities

Suggestions from companies and labs on how to have a fruitful OpenNext experience

Introduction

The Recommended Activities Catalog is a resource for SMEs and Labs engaging in an OPENNEXT collaboration can use to sketch out their shared journey. It is intended as a visual and tactile tool that outlines activities over the duration of the collaboration, and precedes more detailed planning to made using the iPeM model (D5.1).

The Recommended Activities Catalog will continue to expand as the pilot and demonstrators will unfold and is meant to be a “living document” that continues to develop as expertise in the OPENNEXT consortium (and beyond the project) grows from experience.

The activities in the Recommend Activities Catalog were conceptualized through a series of 12 hands-on, on-location workshops for the OPENNEXT pilot SMEs, facilitated by the the participating OPENNEXT Labs, in which they crafted specific user journeys for the 6 SME pilots, during two rounds of iteration. All the suggested activities were then pooled into a draft catalog, iterated and homogenized.

It is important to note that the current selection of activities represent a point of departure, and that the selection will continue to expand as OPENNEXT progresses. Any Lab can add to the catalog, which will be organized centrally and digitally (as a wiki or similar open source, public-facing web interface that allows multiple contributors).

How to use

The Lab, as facilitator, prints the catalog and cuts out the Recommended Activities pieces as well as the user journey canvas.

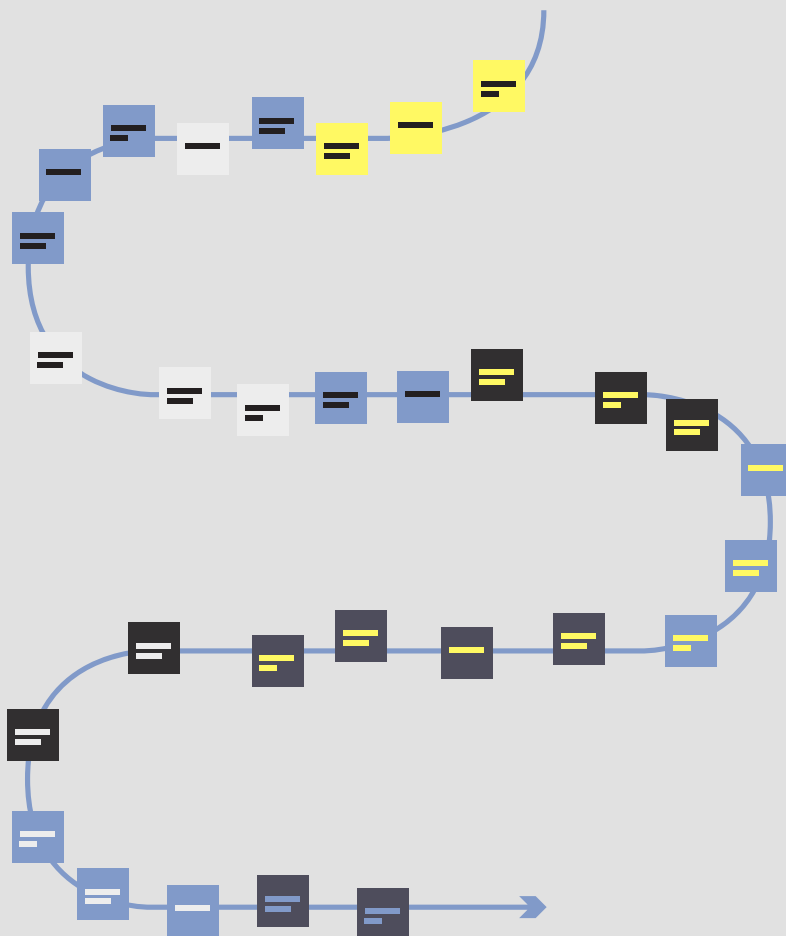
The Lab and the SME then meet for a joint brainstorm to imagine the journey by selecting which Recommended Activities they see useful to do together and placing them on the user journey canvas to illustrate a chronological order of the activities.

The outcome is a fully visualized user journey for the collaboration, which can (and most likely will) be iterated and changed as the collaboration progresses, and in particular as the user journey is transferred and streamlined into the iPeM model as one of the following steps.

OPENNEXT Journey

SME

Lab



Chapters

1. Getting ready to begin
2. Understanding each other
3. Understanding the context
4. Developing a concept
5. Framing the collaboration
6. Learning and validating
7. Building a community
8. Creating a prototype
9. Setting up production
10. Launching to public
11. Analysing and evaluating

Getting ready to begin

01

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Activities recommended by SMEs and labs

Getting ready to begin

Reach out to potential collaborators

Getting ready to begin

Learn about community driven innovation

Getting ready to begin

Get introduced to open source

Getting ready to begin

Reach out to existing communities

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See more suggestions from leading experts and researchers in the **IPeM**

Understanding each other

02

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Activities recommended by SMEs and labs

Understanding each other

Clarify incetives for collaboration

Understanding each other

Define shared values

Understanding each other

Define the focus of the project/ collaboration

Understanding each other

Learn about each other by conducting interviews

Understanding each other

Go on field trips and visit each other

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See more suggestions from leading experts and researchers in the IPeM

Understanding
the context

03

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Activities recommended by SMEs and labs

Understanding the context

Conduct resarch
with a focus group

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See more suggestions
from leading experts and
researchers in the **IPeM**

Developing
a concept

04

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Activities recommended by SMEs and labs

Developing a concept

Learn about business models

Developing a concept

Research other cases

Developing a concept

Outline an open business model

Developing a concept

Brainstorm on potential cases

Developing a concept

Host an open brainstorming session

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See more suggestions from leading experts and researchers in the IPeM

Framing the collaboration

05

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Activities recommended by SMEs and labs

Framing the collaboration

Set the scope of the collaboration

Framing the collaboration

Decide what tools you will be using

Framing the collaboration

Plan how you will produce documentation

Framing the collaboration

Align your goals and KPI's for the project

Framing the collaboration

Idenify relevant skills needed to complete the project

Framing the collaboration

Make a budget for expenses

Framing the collaboration

05

Framing the collaboration

Decide on the methodology you will apply

Framing the collaboration

Define your individual roles in the partnership

Framing the collaboration

Create a roadmap for your collaboration

Framing the collaboration

Set up rules to frame your collaboration

Framing the collaboration

write a design manifesto

Framing the collaboration

Learn about how to use open source licenses

Framing the collaboration

Align strategies

Framing the collaboration

Discuss and define how society can benefit from the project

Framing the collaboration

Create a sustainability strategy

Learning and validating

06

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Activities recommended by SMEs and labs

Learning and validating

**Plan a series of
'reality checks'**

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See more suggestions from leading experts and researchers in the **IPeM**

Building a community

07

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Activities recommended by SMEs and labs

Building a community

Learn the basics of community building

Building a community

Recruit the right people for your community

Building a community

Learn how to maintain a healthy community

Building a community

Learn how to involve users in your project

Building a community

Learn about way to give back to your community

Building a community

Create a call for action

Building a community

07

Building a community

Create matchmaking between makers and your project

Building a community

Approach an existing community

Building a community

Learn methods to scale your community

Building a community

Host a hackathon to engage community members

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See more suggestions from leading experts and researchers in the **IPeM**

Creating a prototype

08

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Activities recommended by SMEs and labs

Creating a prototype

Learn about design and prototyping with a design course

Creating a prototype

Get introduction to the basics of digital fabrication

Creating a prototype

Source materials for your prototype

Creating a prototype

Document the prototyping and production process

Creating a prototype

Iterate your work for edits and improvements

Creating a prototype

Build a mock-up of your prototype

Creating a prototype

08

Creating a prototype

**Build your
prototype**

Creating a prototype

**Test your prototype
with users**

Creating a prototype

**Conduct an
acceptance test**

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See more suggestions
from leading experts and
researchers in the **IPeM**

Producing a product

09

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Activities recommended by SMEs and labs

Producing a product

Learn how to setup co-manufacturing production

Producing a product

Test with a pre-production prototype

Producing a product

Learn how to design for production

+
See more suggestions from leading experts and researchers in the **IPeM**

Launching to public

10

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Activities recommended by SMEs and labs

Launching to public

Create a plan for implementing your product

Launching to public

Learn how to successfully fundraise

Launching to public

Prepare documentation for launch

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See more suggestions from leading experts and researchers in the **IPeM**

Analysing and evaluating

11

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Activities recommended by SMEs and labs

Analysing and evaluating

Evaluate your business plan

Analysing and evaluating

Have a goodbye session before you finalise the collaboration

Analysing and evaluating

Learn how to continually evaluate the health of your community

Analysing and evaluating

Evaluate the quality of your contribution to community

+

See more suggestions from leading experts and researchers in the IPeM

Next step

Transferring the user journey into the iPeM model

Once the user journey exercise using the Recommended Activity Catalog has been completed, the Lab and SME will move on to using the iPeM model (D5.2) to structure the collaboration and set the timeline firmly.

There recommended activities in this catalog will be updated to follow the same categories as the IPeM model.