

## Humane Tech event

Week of May 25th

### Invite / Open RSVP?

- Hybrid - (1) Reach out to contacts, (2) public
- In Future - consistent invite list to form a core group/collective (cohort) of voices
- RSVPs have to close two days before the event

### Google form

- What are two things that have changed about home?
- If you have essential workers in your immediate or extended life, what has changed about home for them?
- If possible, please share and upload an image that symbolizes how your relation to home has changed?

### Guidelines for virtual events

- We're experimenting with this kind of connection being a pleasure, and we want this intellectual experiment to give us energy. We have guidelines below, and we are open to suggestions.
- In main meeting room, cameras are turned off (with shared screen up while people are gathering - with rules and agenda/or evocative, pleasurable image, prompt in chat ["when you get on, tell us who you are and where you are calling in from"])
  - In breakout rooms, optional turn camera on
- As people join, song will be playing -- perhaps a question related to the song will be circulated (what's a song you love that's in the same category -- what song gives you hope?)
- Please keep you mic muted, and please use the hand raise symbol when you'd like to ask a question in the main meeting room.
- Recommend hide self view in Zoom
- Respect privacy - no requirement to turn camera on
- If screens are being shared, be sure to describe in detail the images/documents (for people calling in, people that use screen readers)
- We will be capturing conversations through notes and experimenting with visualizing these conversations. We are happy to share those visualizations with anyone that is interested.
- All slides that include instructions for breakout rooms will have a [this emoji] on it to encourage you to take a picture with your phone.
- One of four facilitators will be in the breakout room to record notes, keep time, and help facilitate conversation.

## Guidelines for Human(e) Tech Design Studios

- When you first connect into the main meeting room, please have cameras turned off and audio on.
- Please keep your mic muted, and use the hand raise symbol when you'd like to ask a question in the main meeting room.
- We recommend hiding your Self View in Zoom during the meeting, and research suggests this is a way to [combat Zoom fatigue](#). This can be done by right clicking your video to display the menu, then selecting "Hide Self View". To bring your Self View back, right click your video again and then click "Show Self View". See [Zoom support](#) for more information.
- When we split into breakout rooms, you can turn on your camera if you would like, but there is no requirement to turn your camera on.
- If screens are being shared, please be sure to describe in detail what is being shared on the screen for attendees who are calling in from their phones or using screen readers.
- We will be capturing these conversations through note taking and experimenting with visualizing these conversations. We are happy to share those visualizations with anyone that is interested, please email us at [insert email].
- All slides that include instructions for breakout rooms will have a [camera emoji] on it to encourage you to take a picture with your phone.
- One of four facilitators will be in the breakout room to record notes, keep time, and help facilitate conversation.

## Event Agenda (Brief)

### **Introductions** Must end by 1:15 | 4:15

**1:00-1:05pm | 4:00-4:05pm**

Song playing, people are joining, people are contributing songs in chat

**1:05-1:08pm | 4:05-4:08pm**

Elizabeth intro to “home” - reminder of who is here, and what silences are

- Elizabeth will introduce Humane Tech team as facilitators

**1:08-1:13pm | 4:08-4:13pm**

Gaymon on the structure of today’s conversation

**1:13-1:15pm | 4:13-4:15pm**

Gaymon walks through our Rules of Thumb

### **Movement 1** Must end by 1:36 | 4:36

**1:15-1:20pm | 4:15-4:20pm**

Elizabeth gives instructions for first breakout room

**1:20-1:25pm | 4:20-4:25pm**

Breakout room meets to discuss pre-submitted images

- Liz recalls rooms at 1:25

**1:26-1:36pm | 4:26-4:36pm**

Reporting on Activity 1 - each group gets 2 mins to report

### **Movement 2** Must end by 2pm | 5pm

**1:36-1:40pm | 4:36-4:40pm**

Gaymon explains Activity 2

**1:40-1:45pm | 4:40-4:45pm**

Everyone goes to find an object in their home

- Tori plays music video on her computer

**1:45-1:50pm | 4:45-4:50pm**

Breakout rooms - Activity 2

- Liz recalls rooms at 1:50

**1:50-2:00pm | 4:50-5:00pm**

Groups report on Activity 2 - all groups get 2 mins to report

### **Movement 3** Must end by 2:25pm | 5:25pm

**2:00-2:05pm | 5:00-5:05pm**

Elizabeth gives instructions for Activity 3

**2:05-2:15pm | 5:05-5:15pm**

Breakout rooms

- Liz recalls breakout rooms at 2:15

**2:15-2:25pm | 5:15-5:25pm**

Groups report back

**2:25-2:35pm | 5:25-5:35pm** - Elizabeth & Gaymon wrap-up and send-off

- Ask people to opt-in to future conversations and notes from today's session

## Event Agenda

1 ½ hour

(5 mins) As people are joining: song that reminds us of home will be playing, the screen share will ask “what song reminds you of home” (playlist will be circulated after the event)

- Homeward Bound
- Image that Valeria created for us
  - Image needs to have: put a song in chat, & if you feel comfortable, share where physically located (Tori put together this graphic)

(2-3 mins) Intro to the multiple dimensions of Home & who is here for this conversation and who is not (Elizabeth) -- technology isn't at center, but central to conversations about home/etc.

(4-5 mins) Intro to today's conversation - structure (Gaymon)

(2-3 mins) Walk through Rules of Thumb (loom video will be sent out in advance) - Gaymon

### **Movement 1: Images of Home -15 mins**

(Elizabeth) Breakout groups will look at pre-submitted images and find convergences/divergences, then report back for a whiteboarding session.

(5 mins) Breakout #1: Talk about pre-submitted images about home life, decide on two-three convergences as a group and two-three divergences.

- Groups pick a representative to report out
- HT team will structure like: (1) share screen with images, (2) 60 seconds of silence, (3) shout out those con/div observations

(10 mins) Report #1: Google Doc -- HT team will paste text insights into columns list in Google Slides

- Google Slides document that has HT logo images and columns for each movement, with titles of movements? (Tori)
- Note: link to slides will be circulated during event

### **Movement 2: Artifact Discovery -15 mins**

(Gaymon) Find an artifact that **says** “home” to you, discuss its meaning with your breakout group, and report back

- Instructions for breakout group: repeat name, share artifact

(5 mins) Activity: Find artifact (play another song that's five minutes, when song is over sit back down - [https://www.youtube.com/watch?v=DHEOF\\_rcND8](https://www.youtube.com/watch?v=DHEOF_rcND8))

(5 mins) Breakout #2: Talk about artifact with breakout group

- Groups pick a different representative to report out
- (10 mins) Report #2: Either (1) reflection on experience, or (2) what did you notice?, or (3) what is something unexpected

### **Movement 3: Questions about Home -20 mins**

(Elizabeth) Based on activities 1 and 2, breakout groups co-create action-oriented research questions and strategies for reflecting on the practice of daily life.

(10 mins) Breakout #3: facilitators give themes, groups identify/co-create research questions in relationship to themes & how might they, in their own lives, go about finding answers to those questions?

- Themes are on third Google Slide slide
  - “What happens to my relationship to home when I do \_\_\_\_\_” (Tori - pls put on slide)
- Groups pick a different representative to report out
- In breakout groups: look at previous slides, look at themes, spend 5-8 mins coming up with questions and then pick one (and how to look for data in everyday life)
  - Formulate a question about something you care about
  - An action-oriented interaction or intervention that would allow to study
    - Example: keep self view off in zoom meetings
    - Example:

(10 mins) Report #3: you’ve picked one of these, report on it and how this impacts daily life

- Third Google Slide will record questions and what data/interventions would be

**10 mins** for below:

Wrap-up and Send-off (informal response)

Next Steps for Humane Tech - looking towards next conversation, iteration of this conversation

Home/work (5/22)

- Look at Tori’s email re: Humane Tech webpage copy
- Day before event: share names of participants
- Assign breakout rooms/groups
  - Assign images in batches to breakout rooms/groups
- Send out pre-event homework message
  - Google form
  - Loom video
  - Zoom link
  - Written Rules of Thumb
- How do we introduce activities as a series of discoveries that will lead to important questions that were unknown before?
- Schedule next check-in re: how did people live with these questions (Tori - design survey)?

## Homework:

- copy from **Gaymon and Elizabeth** about event (to use on Google Form, Eventbrite, and email invites)
  - Circulated by Tuesday at 5pm
- **Meeting on Wednesday [later in the day on Wednesday]**
  - **Everyone:** Think about and make decisions re: length of event, agenda for event, & energy - does this have enough play?
  - **Everyone:** research zoom fatigue guidelines about #'s of people on screen
  - **Everyone:** what do we want to call this encounter
    - Humane Tech \_\_\_\_ Designs #1: Home
    - Designing Humane Tech Series, #1: Home
    - Humane Tech, Season 1: Home
    - Humane Tech Sessions, #1 Home
    - Humane Tech Design Studio, No. 1: Home
  - Human(e) Tech Design Studio, #1: Home (# might not work for social media)
  - Human(e) Tech Design Studio: Home (EL's suggestion)
- **Tori:** create google form
- **Tori:** image for EventBrite and/or flyer, using humane tech logo
- **Liz:** get Tori the humane tech logo
- **Liz:** get in contact with Lauren - Eventbrite
- **Tori:** house rules for virtual events
- **Elizabeth and Gaymon:** Invite list for event
  - Sarah Florini
  - Andrew Mara
  - Marissa Duarte
  - Katina
  - Poly colleagues (EL will get names)
  - Catherine O'Donnell
  - NHC
  - Participants from Humane Tech D.C. Event