

OBSERVATION WALL ACTIVITY

This is the Observation Wall Activity. If you have not done so, please refer to the [Overall Community Engagement Strategy Doc](#). This is a strategy document to help you consider the many details that go into hosting a workshop event.

Activity Details



Duration: 2 - 5 hours



Size of Group: 15 - 100



Participant Types: General Community Members, Partner Orgs, Pilot Recipients



Event Type: In-person event, stand alone or part of longer workshop



When to use this: When you want participants to watch or interact with something and come to some conclusions and ask questions



Difficulty: Level 3 - Moderate

*Rating based on 5-point Likert Scale and used by the design team to rate the difficulty of each activity. For any activities rated level 3 or above it is recommended to contact Income Movement for the initial workshop.

Summary and Goals

This is an activity where all participants will view or listen to something and be asked to make Observations and ask Questions. Participants will record their Observations and Questions on sticky notes during the viewing or listening component. In breakout groups, participants' will share a few of their Observations and Questions to be grouped on a piece of flipchart paper. During this sharing process, the facilitator(s) can attempt to regroup both Observations and Questions under a Theme. These Themes will help fuel the whole group share out that comes after the breakout session. Facilitators will summarize the discussion from their group.



The goal of this activity is to:

- Help people dig into a topic that is unfamiliar to them.
- Expand someone's understanding around a specific topic.
- See what specific themes or issues are important to a specific group of participants.
- Bring experts and participants together to answer questions that arise from the activity.

Note: This activity works well as an initial activity if you have not had any interactions with the participants.

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Things You Need To Know, Have and Consider

Things to Know

Roles:

- **Lead Facilitator** - In charge of level setting the event / activity and guiding during the Whole | Community Share-Out; support for all Moderators.
- **Facilitators** - In charge of guiding the Small BreakOut Groups and helping the lead facilitator in the Whole Community Share-Out.
- **Expert** - Someone who is well-versed in the topic you are covering in your workshop and basic income. This role could be done by the lead facilitator, a moderator or by some outside Expert. There can be more than one Expert.

Terms:

- **Themes** - A recurrent idea that emerges from the wall of Observations and Questions.

Things to Have

Resources you will need if you are doing a film screening as your jumping off point for your event:

- Projector and screen or large TV
- Amplification

Supplies you will need for the activity:

- Name Tags
- [Reg Sharpies](#)
- [Large sharpies](#)
- Standard pens
- [Green Dot Stickers](#)
- [Easel Pad Paper](#)
- [Sticky Notes, 3 x 5 Inches](#)
- [Sticky Notes, 6 x 8 Inches](#)
- Scotch tape
- Easels
- Copies of the GBI overview handout
- Handouts on the Pilot you are featuring/working with if applicable

Things to Consider

Keeping in mind the goal(s) of your workshop and the amount of time you have allotted for this workshop activity consider:

- The number of people that will be in each group. Keeping groups smaller is conducive to this activity.
- How long the media being used will take to set up and watch.
- Writing a script that can function as a loose guide while facilitating the workshop

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Detailed Process

This process has five sections: (1) how to set up stations and resources, (2) introduction and instructions, (3) small breakout group facilitation, (4) whole community share out and (5) closing.

Event Agenda example: [SDEC Community Conversation \(Dec 1 + 2\)](#)

Set-Up

Make sure you have all the resources listed above or an equivalent to replace anything that is missing.

Step 1:

- Set up an easel at each facilitator breakout group. Set a sheet of the flip chart pad and a large sharpie on the easel.
-  **Note:** You can leave more than 1 of these items at each station if this makes sense for the size of groups or number of facilitators.

Step 2:

- Put two packs of sticky notes at each breakout group. These two packs should be different colors and/or be larger in size in order to differentiate themes from observations and questions. Put a pen with the stickies for the facilitator to write anything shared during the breakout that was not previously written down.

 **Note:** You can leave more than 1 of these items at each station if this makes sense for the size of groups or number of facilitators.

Step 3:

- Instruct others or begin dividing your flip chart sheet into two categories: Observations and Questions.



Table set up with supplies, San Diego



Watching the film "Inherent Good" before the activity, San Diego

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Introduction and Instructions

Total Time Estimate: ~ 5 minutes

Step 1: (est. 3 mins)

- The Lead Facilitator should introduce themselves and then introduce the Facilitators and Expert. After personal introductions, the Lead Facilitator should remind everyone why we are here today, share about their organization and the pilot and give a brief outline of the way the workshop will be conducted.

Step 2: (est. 2 mins)

- The Lead Facilitator should then introduce the media that will be used for this workshop and then start it.

 **Note:** You can leave more than 1 of these items at each station if this makes sense for the size of groups or number of facilitators.

Small Breakout Group Facilitation

Total Time Estimate: 1 hour

This is an opportunity for participants to share what they wrote down (observations & questions) during the observation period (film screening, panel discussion, interview, etc.).



Participants writing their observations from the film and questions on sticky notes, San Ysidro



Small group share time (w/ translator), San Diego

Step 1: (est. 3 mins)

- Invite participants to get up and join one of the breakout groups - they can identify the different groups by having facilitators raise their hand.

Step 2: (est. 5 - 10 mins)

- Once grouped, facilitators should introduce themselves and then ask what style of conversation participants would like to engage in. In this same period, let them know we can start with one person and see how things flow.

 **Tip:** Find someone who has a few stickies with writing in front of them and ask them to share a couple of things- if they have many ask for a few observations and questions. Ask them to read them one at a time. Use the person's first name that can be found on their nametag. Use people's names as much as possible.

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Step 3: (est. 5 - 8 mins)

- When a person finishes sharing their observation or question, place their sticky on the group's Observation Wall. Place each one in its corresponding group: Observations / Questions.

 **Note:** Have extra stickies on hand to use if someone shares from the top of their head instead of a sticky. Write it down quickly and add it to the Observation Wall.

Step 4: (est. 5 - 7 mins)

- Throughout the process of placing stickies on the Observation Wall - look out for emerging themes. When they emerge, write it on the flip chart sheet and start grouping the observations / questions under it that are tied to that theme.

 **Note:** This will occur organically throughout the process and can happen several times throughout the process. Participants might also make comments about their own sharing or another's and how it fits into a certain theme. If themes feel a little overwhelming, skip it, this is not a necessary part of the group share.

Step 5: (est. 20 - 30 mins)

- Allow everyone in the group to share - if people are shy or would like to pass that is fine. If everyone has already shared and there is more time - go back around to those with more.

Step 6: (est. 3 mins)

- At the end of the small group breakouts ask everyone to give you their remaining notes and tell them you will add them to the sheets so all of their thoughts are documented.

 **Note:** Do this before participants are instructed to come back to the full group.

How to Keep the Conversation Going

Tip 1:

- Ask people to chime in if they hear someone share a question or observations that they wrote down as well. Prompt them with this as a question occasionally - potentially when someone touches on a key theme or idea.
 - Potential prompt: That makes so much sense, [Maria] - did anyone else have a moment in the film where you were like - what?! That can't work.

Tip 2:

- If someone has 20 stickies in front of them, DO NOT have them share all of the stickies, ask them to share a couple of questions and a couple of observations, then ask someone else to share theirs.

Tip 3:

- If there are any lulls in the conversation/sharing, SHARE SOME OF YOUR STICKIES.

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Whole Community Share-Out

Total Time Estimate: 35 minutes

Step 1: (est. 8 - 10 mins)

- Use the time in-between the breakout groups and coming back together to look over your group's observations and pick out a few key observations to share.

 **Note:** Share out should only be 2-3 things and should be summative and straightforward to help keep us on track timewise. Themes can be helpful for this part of the facilitation as they can make summarizing easier.

- Example Share-Out: We had a great conversation in our group. Lots of people shared some of the moments in the film that resonated with them - including [X] and [Y]. We also had some concerns raised - specifically about how to pay for something like this if it went to everyone, and how to make sure people don't abuse the system and use the money to do things that aren't good for themselves, their families, or their community.

Step 2: (est. 8 - 15 mins)

- When all facilitators come together with their group's Observation Wall, work together to get stickies under certain themes. If a facilitator(s) feels like a theme has emerged but is having trouble naming it, offer assistance.

Optional Step 3: (est. 5 - 10 mins)

- If time permits, have one or two facilitators share the overarching themes that have emerged when combining all the groups observation walls.



Reading the sticky notes and identifying themes with the whole group, San Diego



Answering Questions, San Diego

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Closing

Total Time Estimate: ~ 13 minutes

This is a chance to remind people about any pertinent information and offer any direct actions people can take on the local, state or national level. It is also a chance to celebrate your participants and your workshop team.

Step 1: (est. 3 mins)

- The Lead Facilitator should remind people about any important information and then share the website www.bailoutthepeople.com where participants can find direct actions they can take now for basic income.

Step 2: (est. 2 mins)

- The Lead Facilitator should let participants know that a report / follow up with insightful findings from this workshop will come to their email in the next couple of weeks. Let participants know if they did not share their email they can do so now with their Moderator.

Step 3: (est. 3 mins)

- The Lead Facilitator should thank people for coming and participating in the workshop and they should also take a moment to celebrate their hard work as this is a difficult process. This could be done by having everyone clap in celebration of their hard work. You can also share this moment of celebration by having everyone celebrate the workshop team.

Step 4: (est. 5 mins)

- After participants have started to leave, take a moment to bring your workshop team together to debrief and celebrate what you all have accomplished.

 **Tip:** Taking a photo with your team can solidify the importance of what has been accomplished.

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Variations

Large Group

If you have a large group and a large area to work with, this is a variation you can do. It is also good if you are a bit pressed for time and need to move a bit quicker.

- Allow attendees to remain in their seats.
 - Ask the whole group to raise their hands to be called on to share an observation they have written down. If it's crickets, to get the ball rolling, share one of your own.
 - Ask if anyone also made a similar observation and if so to raise their sticky in the air and someone will come by to collect it and put it on the observation wall.
 - Other group facilitators would then help by going around the room and collecting stickies and building the wall with the themes that were emerging.
-  **Note:** depending on the size of your group you will need more helpers at this point.
-  **Tip:** assign the right people to make sure the wall is getting organized with themes as they arise.
- Repeat for many observations and until you have collected all the observation stickies.
 - **Tip:** create a bit of a dialogue here so that you are interacting with participants and not just collecting and tallying what they are turning in.
- Now move on to Questions. Using the same technique as above to collect the questions, the facilitator will also answer questions and as needed pass the floor to a pilot rep or other folks (IG Reps/panelists) to answer the questions that are coming.



Building/organizing the wall during the large group variation, San Diego