

## Co-Production Collective: Guide to our sessions

### What do our different sessions involve?

#### Co-pro Cuppa

A chance to connect with friends, meet new people and chat about whatever you fancy over a cuppa! These sessions are very informal and are a great intro to the Collective and/or co-production. We have a Cuppa every month and you're welcome to pop in for some or all of the session, which lasts 1hr 30mins.

#### Co-Production Collective Get Together

Get Togethers are our biggest events (and used to be called our Co-Production Network sessions). They are themed around a certain topic and usually feature some guest speakers followed by lots of interactive time in breakout groups. These events are great for meeting others interested in co-production to share experiences, get ideas, and learn together. They take place every 3 months.

#### Co-creation sessions

Co-creation sessions are where we get stuck into co-producing the Collective itself. They focus on a specific aspect of our work (e.g. developing our strategy, website or payment policy) and offer the chance to learn about co-production by doing it. These sessions help shape everything the Collective does so it's important that we have lots of different voices and perspectives in the room, from co-pro newbies to veterans. They take place on an ad hoc basis.

### How to join?

All of our events are open to anyone who wants to join. At the moment, they're held via Zoom so you can join by video over the internet, or by calling in via the phone. We hope that we can have some face-to-face sessions at some point soon too....

Register via our website or by emailing [coproduction@ucl.ac.uk](mailto:coproduction@ucl.ac.uk) and we'll share the joining links and instructions with you a few days before the session.

We look forward to seeing you at an event soon!

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## Security

We know this can be a worry with online meetings, but we've checked with those in the know to ensure that that our Zoom login settings are safe and secure.

## Accessibility and payment

Zoom has several accessibility features as standard, and we always have a live transcription tool as well. There's no pressure to have your video on or contribute verbally if you don't want to, everyone is encouraged to join in the way that works for them. We're happy to chat with you to see if there's anything else we can do to make sure you're fully included.

We offer support with paying for phone minutes, landline call charges or phone data in order to take part in the session over Zoom – let us know what you need.

We're currently in the middle of co-creating our payment policy, but in the meantime, this is how we manage things:

### Co-creation sessions

If you are joining a co-creation session as a member of the public, we are very happy to offer payment for your time and contribution. If this is something you would like to receive, please get in touch so we can talk you through the options and get you set up on our system.

### Co-Pro Cuppas and Get Togethers

We don't offer payment for joining a Cuppa or Get Together, because these focus on networking or personal development rather than contributing to co-creating the Collective (which is the equivalent of 'work').

## Questions

If you have any questions about any of the events, security, accessibility, or payment, please email Rory, Lizzie or Niccola at [coproduction@ucl.ac.uk](mailto:coproduction@ucl.ac.uk).

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