**Bullying and Harassment Workshop Plan: 90 - 120 minutes**

**Things required for the workshop**

* Presentation; slides to carry the workshop along
* Blow up globe for ice breaker
* Eldon Square Vouchers x how many people attending
* Envelope, role cards + description
* Cards for a particular theme around which a tech/process/strategy can be designed
* Flipchart paper and pens
* Charged audio recorder + consent forms.
* Feedback sheets; what was good, bad + done differently in the future

Aims of the workshop;

* Open up a channel of dialogue to discuss issues surrounding bullying and harassment in the workplace.
* Design new strategies, processes and even technologies that find alternatives to the traditional format of reporting.

|  |  |  |
| --- | --- | --- |
| Time | Activity | Outcome |
| 5 – 10 minutes | Introduction of the project, myself and what my aims are.  Consent form + information sheet signing. | Participants feel more aware of what’s going on. |
| 5 – 10 minutes | Icebreaker. Throw globe at someone and ask which place they have found meaningful to them. | Participants feel more comfortable around each other, know names.  Break down differences. |
| 5 – 10 minutes | Word Association + Definition. Participants are asked to shout words which they think are related to Bullying + Harassment. | Participants are on the same page with definition of bullying and harassment.  Actual definition (crossed out) |
| 30 minutes [**IDENTIFY**] | Discrimination Bingo. Discuss low level incidents in the workplace + how people have responded to them.  **Discuss who gets to decide what counts as B+H?**  **Is there a spectrum of events?** | Participants discuss and reflect back on their behaviour.  Discuss others behaviour.  Identify ways of combatting this/calling this out. |
| 15 minutes [**REFLECT + CONTEXT**] | Lifting the Lid. Discuss what an impact little events in the day have on people  Explore reasons why particular person might not want to talk about this to others. | Participants sympathise with/challenge individual. |
| 30 minutes [**INVESTIGATE + SUPPORT**] | Roleplay of Individual Incidents | Participants challenge what could be done differently. |
| 30 minutes [**ALTERNATIVE WAYS OF REPORTING**] | Critique existing process of raising a complaint. Transparency!  Think of alternative technologies/techniques/processes to combat this behaviour | Acknowledge h+b is a group responsibility and shouldn’t be pursued individually. |

Introduction

* Who am I, what I’m doing + what I’ve done?
  + Rosie Bellini, MRes Digital Civics researcher – these workshops are part of my summer project designed to explore how we might prompt people to talk about their experiences of bullying and harassment + design technologies that capture these accounts verbally and in other ways, but also how do this data get put *towards* something, rather than just being in a report?
  + How do we transform these localised accounts of bullying and harassment within the workplace to be ‘actionable’, so we can use them?
* Where is my research going, what I’m working towards with the school – beyond Athena Swan and “investigating for management”, want to get to the point where we can not only identify incidents of bullying and harassment, foster better support networks for people experiencing this but also into alternative ways of reporting this rather than going straight to management.

Icebreaker

**NEED: Blow up Globe.**

* Throw the globe to someone and ask them to point out a place which is meaningful to them, then ask them to throw it to someone else.

Word Association

* Ask participant to say the first word that comes into their head + challenge any word that stands out (eg. ‘childish’)
* Present actual definition, discuss that this can actually mean something very different in practise – why?
* Hard to **identity** when you feel like you’re being bullied / harassed and we’re not very good at doing it with other people, sometimes not very obvious.

Identification

***I think it’s quite easy to show what discrimination or like really overt sort of prejudice looks like but I think it’s more of the subtle things that are more of an issue here.***

* What is a microaggression? Comes from macroaggression, present a List of microaggressions compiled from probe data. Has anyone had any of these things happen to them? Build up over time.
* Identify – challenge behaviour + combat it.
* **Who gets to identity what counts as bullying or discrimination?**

Probe Data; upload photos of probe, discussion.

***It feeling weird to see the number of times something’s happened like that presented back to me [after a while] You know what, I will say something because that’s … that’s not normal is it?***

Reflecting on a Situation

Taking the time to reflect on a situation is important; get your thoughts in order.

Questioning; “Is this okay?” Voice of Support

Voice; Often Censored + Self-Censored

Lifting the Lid;

Confidence in raising your voice

Raising Voice – Way of Reporting