Introduction

Co-Design Session Outlines

The outlines below highlight the focus and components of five co-design sessions that lead to the project design sprint (the process to answer questions, test ideas, and prototype solutions which in this initiative is developing a VR experience that helps teens build mental health strategies). These outlines should be used as a jumping off point for library staff engaged in this process. Activities and tools used may change based on library, teen, and community assets and needs.

Co-design sessions follow a similar structure, with elements and activities within that structure varying based on the theme of the co-design series and session. Elements that repeat are:

- **Session opening**: Welcome everyone to the event.
- **QotD: Question of the Day** – brings everyone together as a way to learn more about each other, build relationships, and start to think about the theme of the session. The QotD should relate to the theme and be a way to connect the QotD conversation and answers to what will be going on in the session.
- **Review of the agenda:** Lets co-designers know what they will be working on and why and provides a chance to connect the QotD to the day's activities.
- **Design activity/activities:** The interactive/collaborative activity (or activities) that co-designers will take part in.
- **De-brief:** Gives co-designers the chance to reflect on what they participated in, what they learned, what they liked/didn't like, what more they would like to do or learn.
- **Closing:** Thank you and next steps.

Face-to-face and/or Virtual Co-design Sessions

The overall structure of the co-design sessions will remain the same in both face-to-face and virtual settings. However, you will need to anticipate some differences between the sessions:

ACTIVITY	FACE-TO-FACE	VIRTUAL
Feedback and Reflection	Co-designers will use large sticky chart paper and post-its to write down their ideas.	Co-designers will write down their ideas using Miro Boards.
VR Build Testing Using Sidequest	Adult co-designers will prepare teen co-designer headsets, outside of one of the co-design sessions) by installing SideQuest software on those headsets	Portions of two virtual co-design sessions will include setting up and testing Sidequest on teen co-designer headsets.
Session Structure	As less time is needed to set up Sidequest in the face-to-face setting, agendas 10, 11, and 12 allow for more time to explore VR experiences.	Design sessions 10 and 11 include setting up Sidequest on co-designer headsets, fewer VR experiences will be explored during those sessions.

Teen well-being concepts are noted using the following key:

M = Mental well-being   **P** = Physical well-being   **E** = Emotional well-being   **S** = Spiritual well-being

Goal: Building relationships

Session 1

- Teens develop digital literacy skills
- Teens gain confidence and experience in collaboration

Teen well-being concepts are noted using the following key:

M = Mental well-being   **P** = Physical well-being   **E** = Emotional well-being   **S** = Spiritual well-being

Software used in this session:
- Discord
- Jackbox Party Pack

The very first session in the process is all about relationships and building connections between teens and adults. This session is informal and is less structured than the co-design sessions that follow.

> ❝ **We had the great idea of inviting a teen to participate on the next planning of the design session and will work on having one come.**❞
>
> *– Field Notes*

Reminder: It is key to have a good demo of the VR tool that will be used. The demo should be concise and provide key elements regarding interface, interactivity, and how to use the platform effectively so everyone is able to contribute without too many technology related barriers

Goal: Building relationships

Teen well-being concepts are noted using the following key:

M = Mental well-being   **P** = Physical well-being   **E** = Emotional well-being   **S** = Spiritual well-being

ACTIVITY	FACILITATION	TECH	MENTALHEALTH & WELL BEING
Start the meeting	Welcome everyone to the session.	Discord	
Open with the QotD **10 MINS**	As this is your first session the QotD should focus on a relationship building topic, for example, "What's your favorite game - now or from a different time, and why?"	Discord	**M E**
Review the agenda **5 MINS**	Ask if there are any questions as you review the agenda.	Discord	**S**
Jackbox Party Pack **30 MINS**	The main part of the meeting is playing games with the teens as a bonding and relationship building experience. Focus on teens having fun with each other and adults, building trust, and getting to know each other.	Discord Jackbox Party Pack	**M E S**
Closing **10 MINS**	Remind teen co-designers what's coming next.		