# Introduction to Sphere Online Workshops

**SimEx, Portsmouth, U.K. and online**

**18 - 20 May 2021**

## Summary

Three identical two-hour interactive online workshops were run over a three-day period by Sphere trainers Andrew Nzimbi, Mbiri Shiripinda, Zeynep Sanduvac and Oliver Hoffmann. They were run as run as part of the annual SimEx[1] event in Portsmouth, U.K., with the aim of introducing SimEx participants to the Sphere Handbook[2].

21 participants were reached during the three trainings, including NGO staff, academic staff with an interest the humanitarian sector, university students on humanitarian degree programmes and college students. Very few of the students had heard about Sphere and none had used the Handbook in their work.

## Methodology

The online workshops were designed in such a way that they were very participatory with interactive tools being used such as Jamboard, Surveymonkey, breakout rooms and a quiz. Participants used their laptops and mobile devices during the workshops. Mobile phones were used during the quiz exercise using Mentimeter.

## Agenda

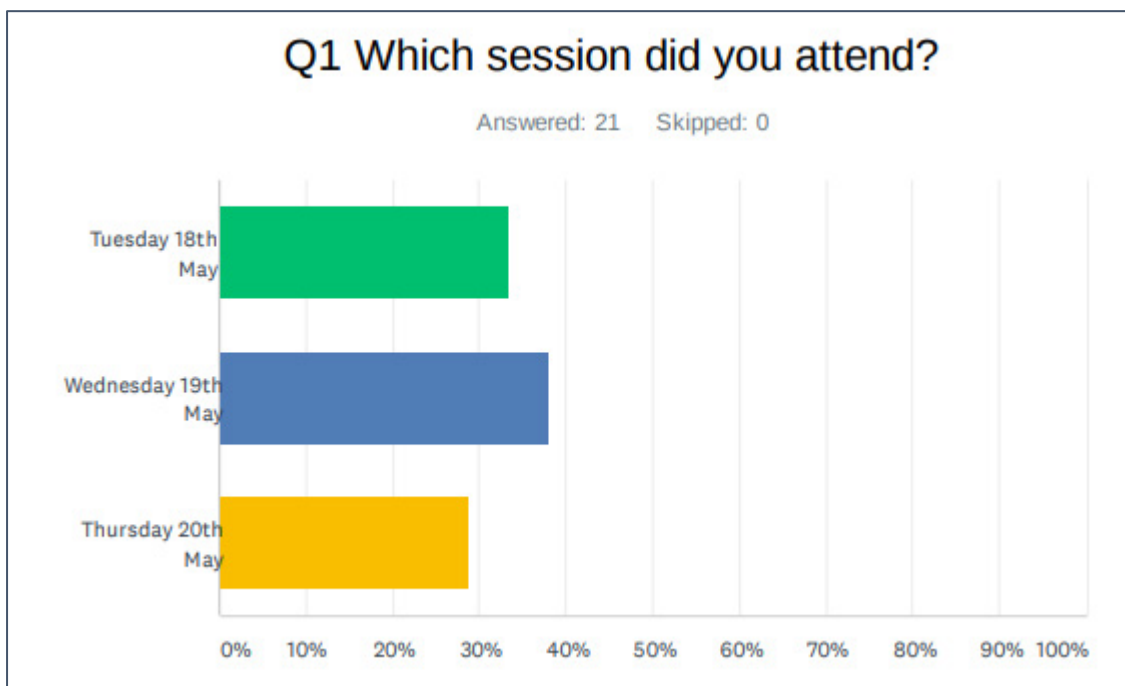| Time (mins) | Activity | Description |
|---|---|---|
| 5 | Welcome and housekeeping | Inform participants of the need to mute their microphones when not contributing to the discussion. |
| 15 | **Personal Introductions** | Each person, in turn, including the training team, states their name, presents an object which means something to them, then nominates the next person. <br> 1 minute each maximum (or divide those present by the 15 minutes available) |
| 20 | **Introduction to Sphere** <br> Who has heard of, used and/or contributed to Sphere? | Ask for (real or virtual) hands up who has heard of Sphere. Then who has used Sphere. Then who has contributed to Sphere. Ask people who raised their hands to share their knowledge. <br> Get as much as you can from participants, then fill in the gaps, including a very brief history, what Sphere is (a community/movement), and where the Sphere Handbook fits in. |

---

[1] http://simexseries.org
[2] https://www.spherestandards.org/handbook-2018/

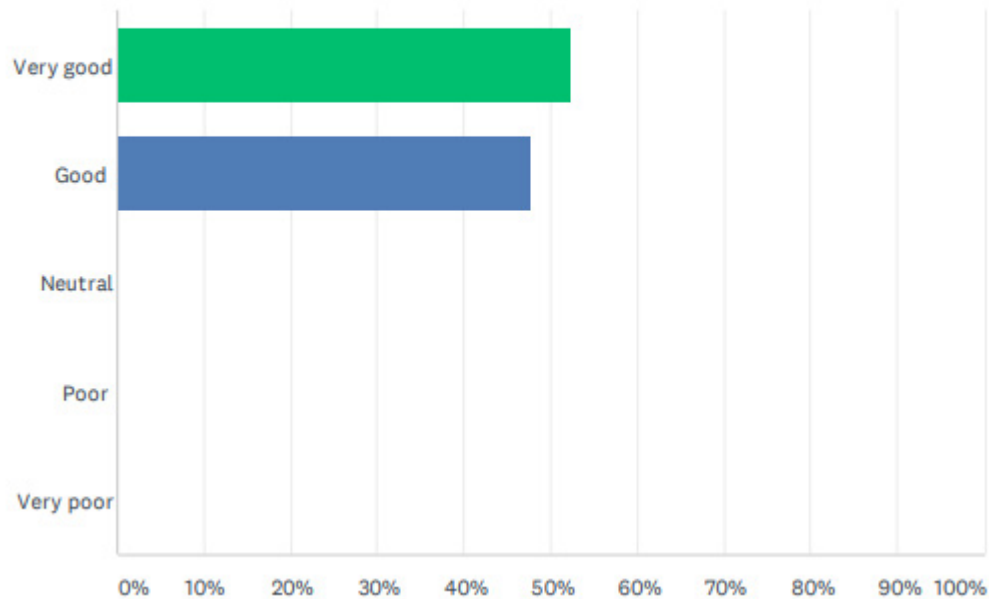| Time (mins) | Activity | Description |
|---|---|---|
| 15 | **Quiz** | Suggest 1 practice question followed by three scored questions.<br>Decide a winner and ask them to private message their postal address to the host including a preference for a Sphere Handbook (EN, FR, ES, AR) or a pack of activity cards (EN only). |
| 25 | **What do "Quality" and "Accountability" mean?**<br>A mini virtual bus-stop tour | Split participants into 2 groups. Each group adds virtual sticky notes (on a virtual whiteboard) to indicate what Q or A means to them. Each group only attempts ONE definition. Don't attempt a move between bus stops as this is complicated in the virtual setting.<br>Ask one person from each group to debrief. Fill in any gaps. |
| 15 | **Handbook Structure Puzzle** | Split participants into 2 groups. Each group manipulates elements on a virtual whiteboard to put them into order. Debrief. |
| 10 | **Question and Answers** | Invite participants to ask questions on any subject covered during the workshop or about Sphere in general. |
| 5 | **Survey and close** | Share survey link: Ask people to complete the survey immediately.<br>Close |

If you would like to replicate this 2-hour session, or any of the activities within it, please write to learning@spherestandards.org and ask for the detailed activity guides.

## Feedback

# Q2 Overall, how would you rate the event?

Answered: 21    Skipped: 0



## Q3 To what extent do you agree with the following statements?

Answered: 21    Skipped: 0

🟩 Strongly agree  🟦 Agree  🟨 Neither agree nor disagree  🟦 Disagree
🟧 Strongly disagree

| | STRONGLY AGREE | AGREE | NEITHER AGREE NOR DISAGREE | DISAGREE | STRONGLY DISAGREE | TOTAL | WEIGHTED AVERAGE |
|---|---|---|---|---|---|---|---|
| The event was well-organised and ran smoothly. | 66.67% 14 | 33.33% 7 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 21 | 8.33 |
| The content was informative and interesting. | 52.38% 11 | 47.62% 10 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 21 | 11.90 |
| The content was delivered in interesting and engaging ways. | 71.43% 15 | 28.57% 6 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 21 | 7.14 |
| The facilitators were knowledgeable and engaging. | 80.95% 17 | 19.05% 4 | 0.00% 0 | 0.00% 0 | 0.00% 0 | 21 | 4.76 |
| The pace/speed of delivery was just right; neither too fast nor too slow. | 38.10% 8 | 57.14% 12 | 4.76% 1 | 0.00% 0 | 0.00% 0 | 21 | 16.67 |

# Q4 What DID YOU LIKE MOST about this event?

Answered: 20     Skipped: 1

1. Talking with experts
2. Very engaging and friendly facilitators. They delivered an interactive and fun session; the varying methods of delivery was refreshing.
3. The interactive questions
4. The varied method used to deliver the introduction
5. Engaging delivery and well informed
6. Interactive tasks/games
7. Interactive quizzes and activities
8. Very engaging and interesting topic
9. Involvement with consultants and people who contributed in Sphere
10. The interactivity and encouraging discussion between participants
11. The facilitators were lovely people and very engaging throughout
12. The interaction and breakout rooms. The variety of interactive activities such as quizzes, jamboards
13. The facilitators were friendly and knowledgeable
14. The detailed contents of Sphere handbook
15. The interactive aspect of group work throughout the sessions that help develop a better understanding of the Sphere document without just being told about it. I also like there are multiple presenters all with different backgrounds and things to add. Very interesting.
16. I enjoyed the interactive aspects of the session the most. I especially enjoyed using Jamboard as it led to collaboration between the group.
17. I liked the group work and going into break out rooms to work in smaller groups and then provide feedback to the rest of the group. This was interesting. I liked that the sessions was 2 hour long, this was a very good time-span and felt we achieved our aims in this time. Also, I like the introduction section, of which we could bring a personal item, this made the group feel together.
18. I liked the group work and going into break out rooms to work in smaller groups and then group feel together.
19. The facilitators were really good. They were so friendly and helped to engage and expand my knowledge of Sphere and what it is all about.
20. The instructors were very engaging and knowledgeable. Really enjoyed the group work.
21. Facilitators were friendly and knowledgeable. The session gave me good starting knowledge of Sphere.

# Q5 What COULD WE DO BETTER next time?

Answered: 18    Skipped: 3

1. Jamboards and a bit slicker
2. One question in the quiz was skipped due to the design of the quiz itself. During the last breakout room session we were given instructions to participate in a "jamboard" session but the link did not work – some participants noted it said "access denied" and others said it did not open at all.
3. Technical smoot running.
4. Limited improvement needed. There was one temporary incident which inhibited us accessing a google notepad.
5. Remote lessons always come with technical issues, but that was the only issue today
6. The only issue were with technology and that it out of the facilitator's control
7. A little longer for the discussion of the Sphere handbook.
8. Longer session
9. More case studies of where some of these updates, indicators have actually made a difference
10. Nothing to add
11. Nothing!
12. Perhaps a little more on the structure exercise
13. Clear learning outcomes before the session.
14. I would need more time to reflect on this as all aspects were really good.
15. Maybe introduce more competition between the two groups when comparing their jamboards. Giving prizes for the best presentation for example.
16. The quiz at the start felt very focused on the handbook, maybe add some more generic questions. Ovderall, I really enjoyed the work, thank you.
17. Nothing, I really enjoyed it. A few technical hitches but that is to be expected at times, and it was no big problem.
18. It would be great to have some practical examples of sphere implementation.