



A guide to using virtual events to facilitate community building: Curated resources

A collection of resources curated by members
of the CSCCE community of practice

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Citing and reusing this guide

“A guide to using virtual events to facilitate community-building: Curated resources” by Lou Woodley, Katie Pratt, Rachael Ainsworth, Arne Bakker, Arielle Bennett-Lovell, Chiara Bertipaglia, Stefanie Butland, Samuel Guay, Lena Karvovskaya, Emily Lescak, Ouida Meier, Erin McLean, Camille Santistevan, Kristin Timm, and Stephanie E. Vasko, is licensed under a Creative Commons Attribution-NonCommercial-NoDerivatives International 4.0 (CC BY-NC-ND) [license](#).

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About the CSCCE

The Center for Scientific Collaboration and Community Engagement (CSCCE) champions the importance of human infrastructure for effective collaboration in STEM. We provide training and support for the people who make scientific collaborations succeed at scale - and we also research the impact of these emerging roles. We host a vibrant community of practice, with whom we regularly co-create resources like this one. The community managers in our community of practice hail from a variety of research collaborations, scientific associations, and infrastructure organizations, spanning academic STEM collaborations, scholarly communications, and industry ventures.

Find out more about us on our website: [CSCCE.org](https://cscce.org)

Acknowledgements and contributions

We're very grateful for the generosity and enthusiasm of the members of the CSCCE community of practice for scientific community managers. Many of our members are involved with organizing events for their communities, therefore collaboratively creating this guidebook to capture some of that expertise was a natural next step for us to help others in similar roles.

This is a first version of this guide and we welcome comments or additional resources. If you would like to suggest additional links to add to a possible second version, we have created [a Google Doc version](#) that is open for comments. Please contact info@csce.org if you have any questions.

CSCCE uses the [CREDiT contributor roles taxonomy](#) to show how the authors listed contributed to the creation of this guide:

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Introduction

With the COVID-19 pandemic and concerns about climate change, as well as a desire to make meet ups more accessible and affordable, virtual events are becoming increasingly important. And yet while many of us may have participated in or even hosted a video call or webinar, we may not have benefited fully from the additional opportunities that online meetings afford. By intentionally choosing meeting formats and making good use of the features of online tools, the way we work together online can be much more engaging and collaborative than simply staring at others staring at their own screens!

We created this guide to help you as a community manager, meeting organizer, or other convener to host successful meetings that your attendees *enjoy*. The complete guide - which we are sharing in sections - will work from the planning stages where you identify the goals of your virtual meeting through to choosing your meeting format and making decisions about how to use different features to enhance the meeting experience. In this section of the guide, we focus on curating links to useful resources about virtual events - including case studies of conferences and trainings that moved online at short notice.

The section of the guide that describes event formats is already available, and [can be downloaded for free](#).

Resources created by CSCCE staff and members

CSCCE has a growing collection of resources about scientific community engagement, curated in topical resources pages on the website: <https://www.cscce.org/resources/>.

Here we list some CSCCE resources related to organizing meetings and other events.

GUIDEBOOKS

- [Using virtual events to facilitate community building: Event formats](#) - the first part of this guide to be published, it includes 12 “recipes” for planning and implementing truly engaging online events. Authored by Lou Woodley, Katie Pratt, Rachael Ainsworth, Eva Amsen, Arne Bakker, Stefanie Butland, Stephanie O’Donnell, Naomi Penfold, Allen Pope, Tom Quigley, and Emmy Tsang.
- [Building community at scientific events](#) - a comprehensive guidebook to organizing community-focused scientific events by CEFP2019 Fellows, Arne Bakker, Chiara Bertipaglia, Megan Carter, Liz Guzy, Leslie Hsu and Ann Meyer.
- [Slack quick start guide](#) - a short technical set up guide for community members new to Slack by Lou Woodley and Katie Pratt. Includes how to configure your notifications, edit your profile, and follow some basic Slack etiquette.
- [Building an engaging community on Slack](#) - a short guide by Lou Woodley and Katie Pratt describing planning, launch, and day-to-day running of a community of practice on Slack.

- [Building an engaging community on Slack - appendix](#) - a collection of resources by Lou Woodley and Katie Pratt to complement the Slack guidebook, which includes a worksheet to identify your goals, a template welcome email, newsletter round up and a new member survey.

BLOG POSTS

- [Online Co-working Partnerships are Community of Practice in Action](#) - a blog post by CSCCE community members Stefanie Butland and Naomi Penfold about how to structure co-working sessions - including recommendations of tools to use.
- **Pre-event interviews** - in "[How to prepare 40 new community members for an unconference](#)" CEF2017 Fellow, Stefanie Butland outlines the pre-event preparations that she carried out to help new members of the community feel prepared and welcome.
- **Breaking the ice well** - CEF2017 Fellows Allen Pope, Amber Budden, and Stefanie Butland and mentor Aidan Budd discuss facilitating interpersonal community interactions in person. In [part one](#) they describe several icebreaker activities and in [part two](#) they describe how to bring your community along with you in what can sometimes be a nerve-wracking activity for a community manager!
- [Going Online: How we organized the first ever virtual csv.conf](#) - in a three-part series of guest blog posts, Serah Rono, Lilly Winfree, Jo Barratt, Elaine Wong, Jess Hardwicke, John Chodacki, and Jonathan Cain reflect on the challenges and opportunities of moving an international conference online.
- [July Community Call Recap: Organizing inclusive, accessible, and successful virtual events](#) - a recap of July's CSCCE community call with presentations from Tom Quigley, Rebecca Carpenter, and Emily Lescak - including video recording (1 hour).

TOOLS TRIAL RECAPS

Our virtual tools trials bring together interested members of our community of practice to try out platforms that might be useful for convening communities online. After each trial, we share a recap of our findings on our blog (linked below), each of which includes a link back to the full collaborative notes document from the trial. So far, we have tried out:

- [QiqoChat](#) - a tool for online conferences.
- [Mural/Padlet/Jamboard](#) - tools for brainstorming and ideation.
- [Gather](#) - a conferencing and networking platform.
- [Etherpad+Video](#) - a tool for collaborative writing with in-doc video chat.
- [Remo](#) - a conferencing and networking platform.
- [Wonder](#) - a lightweight, spatially-controlled, networking platform.
- [Captioning, subtitles, and transcripts](#) - not a blog post, but a tip sheet to help you find a captioning solution for your meeting.

General resources and reflections

This section includes resources of general relevance to organizing online events.

GENERAL REFLECTIONS ON THE TRANSITION ONLINE

- [How to Create Meaningful Connections While Apart \(TED talk\)](#) - author Priya Parker shares tools for creating meaningful connections with friends, family and coworkers during the coronavirus pandemic — and shows how we can take advantage of gatherings that are unique to this moment of social distancing. “We don’t necessarily need to gather more,” she says. “We need to gather better.” (50 minutes). You can also listen to the talk as a [podcast](#).
- [How scientific conferences will survive the coronavirus shock](#) - Giuliana Viglione looks at the impact of the pandemic on scientific conferences for Nature Magazine.
- [What’s on the agenda for post-pandemic meetings?](#) - also for Nature, Nic Fleming looks at how the pandemic-instigated shift to virtual meetings might make future meetings more accessible, affordable, and inclusive.
- [As COVID-19 forces conferences online, scientists discover upsides of virtual format](#) – an article by Michael Price that appeared in Science Magazine in late April of 2020, which discusses the unexpected positive impact of going virtual.
- Mozilla’s [Online Meeting Tips](#) - Abigail Cabunoc Mayes and Chad Sansing share some of the long-distance meeting lessons they've learned from running [Mozilla Open Leaders](#) (online cohort-based training and mentorship) over the years.

A SELECTION OF HOW-TO GUIDES FOR ONLINE EVENTS

- [Virtual event suggestions for open source communities](#) – a comparison of open source conference platforms INXPO, Meeting Play, and QiqoChat by the Linux Foundation.
- [Online Engagement: A guide to creating and running virtual events](#) – a PDF guide to virtual events by the UK National Co-ordinating Centre for Public Engagement.
- [Virtual Conferences](#) – a guide to moving conferences online by the Association for Computing Machinery (ACM).
- The Digital Curation Center’s [Tips on running online meetings and events](#) will help you think through every aspect of your event, including platform selection, planning, and follow up.
- [The Carpentries recommendations for online trainings](#). This guide is more focused on educational workshops.
- [Leading Learning’s guide to virtual conferences](#) - watch a recording of a webinar from March 2020, with additional resources update in July, on the why and how of virtual conferences.
- MIT’s nuclear science and engineering communication lab’s [guide to virtual presentations](#) contains a suite of useful tips and tricks for presenters.

Case studies about online events

ACADEMIC CONFERENCES

- [How To Run A Free Online Academic Conference](#) – a comprehensive, draft handbook written by Franklin Sayre, Tisha Mentnech, Amy Riegelman, Vicky Steeves, and Shirley Zhao.
- [How to run big neuroscience meetings online / Point of View: Improving on legacy conferences by moving online](#) - by Dan Goodman, Brad Wyble, Titipat Achakulvisut, Isil Bilgin, Sofie Van Den Bossche, and Konrad Kording, co-organizers of neuromatch.io (which had had ~3000 registrants, ~1000 maximally viewing simultaneously, 2000 online, and ~400 chat messages/hour). Their experience is also summarized in this preprint: [Improving legacy conferences by moving them online](#).
- [How to move from an onsite conference to an online one in two weeks](#) - written by Sine Rueger, Elise Dupuis Lozeron, Xavier Adam.
- [10 tips to organize a successful online conference](#) – in a post on Medium, Alba Roza reflects on the experience of organizing a fully online conference with people participating from all over Europe.
- [Moving a Conference from Iceland to Zoom: Best Practices and Lessons Learned from Arctic Science Summit Week 2020](#). Retrieved from <https://www.assw2020.is/>.

REFLECTIONS ON THE TRANSITION ONLINE

- [Helping R Community Events Go Virtual](#) - this R Consortium blog post recommends four platforms for online events: inXpo, vFAIRS, MeetingPlay, and QiqoChat.
- [Rapid Virtual Meeting Prototyping in the Age of a Pandemic](#) - Mozilla's guide to rapid virtual meeting prototyping, by Janice Wait.
- [JupyterCon Online: More than a conference](#) - a recap Medium post by Lorena A Barba.
- [Hands-on Coding . . . Virtually?](#) - a blog post written by staff at the Arctic Data Center about their transition of a hands-on R coding class to a virtual learning environment using Zoom, RStudioPro, and Slack.

EXAMPLES OF ONLINE STEM COMMUNITY EVENTS

Poster Sessions

- [Labor and Employment Relations Association \(LERA\) Toolkit for Virtual Sessions and Presentations](#) - this article discusses a range of considerations for moving a conference online, including a section about poster sessions.
- [Planning a poster session for the 21st century by ExOrdo Conference Software](#) - a blog post by Sierra Taylor with a variety of considerations for moving post sessions online or into a hybrid format.
- [iPosterSessions](#) - an online platform specializing in managing virtual post sessions, from invitation of presenters to design and presentations.

Training sessions

- [Summer Institutes in Computational Social Science 2020 Post-mortem](#) - a detailed blog post about how the Summer Institutes in Computational Social Science moved their international training event online, with lots of great reflections and tips.

Meet ups

- [WILDLABS webinar](#) on running engaging online community meet ups featuring several CSCCE members and led by CEF2017 Fellow, Stephanie O'Donnell.

Book sprints

- [What a Facilitator Does in a Virtual Book Sprint](#) - a blog post by Karina Piersig that goes into how a facilitator prepares for and delivers a virtual book sprint.

Collaborative workshops

- [Designing engaging online events to counteract Zoom fatigue and get stuff done](#) - Rachael Ainsworth (in a blog post co-authored by Katie Pratt) outlines how the Software Sustainability Institute runs their Collaborative Ideas sessions.
- [CW20: how to move an event online in three weeks](#) - Rachael and colleagues Neil Chue Hong and Shoaib Sufi share how they moved SSI's Collaborations Workshop online at short notice.

Moving internal groups / communities online

- [How we responded to the COVID-19 lock-down](#) - a blogpost by Mirko Tobias Schäfer, the director of Utrecht Data School reflecting on how the team dealt with the lockdown and the activities that helped to keep up the team spirit.
- [Ecology and COVID #4: Leveraging the liabilities of virtual collaboration](#) - a post by a group from University of California, Santa Barbara, CA on how a weekly “coffee klatch” can be translated into a digital format.
- [3 lessons from remote meetings we’re taking back to the office](#) - a post co-authored by Julie Lowndes about how we can take what we’re learning about inclusive online meetings back to the office once it’s time to gather in person again.
- GitLab is an all-remote organization and has been intentionally so from the start. They’re sharing some of their documentation about remote working [including All-Remote Meetings](#), tips for virtual meetings, and a “[Remote Playbook](#),” for remote teams.
- Mozilla’s “[Movement-Building From Home resources](#)” (call recordings and notes) by Abigail Cabunoc Mayes and Chad Sansing. A series of community calls meant to help support the continuity of your activism, community, and work during the COVID-19 global health crisis with a focus on online meetings, community care, personal ecology, and community management.
- [How to Run a Meeting](#) - a talk by Greg Wilson given during [CarpentryCon@Home](#) “This talk lays out ten simple rules for running an effective meeting, and will help you get more done in less time and with less pain.” Applicable for in-person meetings as well but the pain becomes especially acute when you meet online.
- [Online Co-working Partnerships are Community of Practice in Action](#) - a blog post by CSCCE community members Stefanie Butland and Naomi Penfold about how to structure co-working sessions - including recommendations of tools to use.
- [Weekly Coworking Calls](#) - a chapter in *The Turing Way* about organizing weekly coworking calls hosted by the team.
- [Online Collaboration Cafe](#) - a chapter in *The Turing Way* about the organization of monthly coworking calls (2 hours long) hosted by the team.
- [The Coronavirus Tech Handbook](#) is a crowdsourced library of tools, services and resources relating to COVID-19 response. It is a rapidly evolving resource with thousands of expert contributors.
- [Virtual team building: How to build trust in a remote team beyond games and activities](#) - a blog post by Clair Lew from “Know Your Team.”
- [COVID-19: Tips For Working Remotely And Combating Stress](#) - written by the authors of “No Hard Feelings - Emotions at work,” by Liz Fosslien and Mollie West Duffy.
- [Kickstart Your Team's Connections At A Distance](#) - a simple tool offered by Rachel Ben Hamou from PeopleStorming to address the issues with remote working (onboarding, deep connections, and impromptu discussions).
- [What We're Doing to Keep Connected While a Pandemic is Pushing Us Apart](#) - a blog post from a software company on using Slack to strengthen the team spirit.

Facilitation

The role of a meeting facilitator is especially important online. This section includes some tools that are helpful for facilitating events in any setting, as well as some guidance for anyone adopting the facilitator role for an online event.

- [Liberating structures](#) - 33 alternative meeting structures for a variety of purposes including generating ideas, content, and increased engagement.
- Several resources from the NOAA Office of Coastal Management:
 - [How to Facilitate Virtual Meetings](#)
 - [Techniques for Facilitating Virtual Meetings](#)
 - [Planning and Facilitating Collaborative Meetings](#)
 - [Facilitation Techniques](#)
- [Anti-oppressive facilitation methods](#) by Aorta (Anti Oppression Resource & Training Alliance) on how to build your facilitation skills to dismantle dynamics of power, privilege and oppression that marginalize folks.
- [How to Facilitate Effective Virtual Meetings](#) - a blog post by Beth Kanter with a variety of tips for facilitating a virtual meeting, including a handy template/checklist.
- [So You Want to Host a Web Meeting?](#) - By Nancy White, with Pete Cranston, Susan Stewart, and Bonnie Koenig. A PDF booklet that outlines a variety of tips for each step of planning an online meeting. It also includes a set of common online facilitation challenges and options to troubleshoot the situation.
- [Facilitating Consensus in Virtual Meetings by Seeds for Change](#) - This short PDF guide discusses meeting facilitation in synchronous and asynchronous settings.
- [Poster on collaborative practices and structures](#) by Matt Thompson is a cheat sheet for meeting formats founded on principles of purpose, agility, empathy, trust, and openness.
- [Power Dynamics and Inclusion in Virtual Meetings - Aspiration Tech](#) - a blog post by Evelyn at Aspiration Tech that looks at how meeting convenors can deliberately address power imbalances for more inclusive and diverse meetings.
- [Resources for Meeting Facilitators](#) - 350.org, 350 Trainings Team. A Suite of online facilitation tools with brief descriptions about how to use them, including online brainstorm, energizers, list-making, small groups, and games.
- [How to Run a Great Virtual Meeting](#) - by Keith Ferrazzi for the Harvard Business Review.
- [What it Takes to Run a Great Virtual Meeting](#) - a short article that discusses tips for running a virtual meeting by Bob Frisch and Cary Greene for the Harvard Business Review.

THEORY

- Cerone, K. (2008). [Characteristics of adult learners with implications for online learning design](#).

- [Zoom fatigue is real - here's why video calls are so draining](#) - Libby Sander & Oliver Bauman, ideas.ted.com. This short article and accompanying TED talk describe why Zoom fatigue occurs and offers a brief list of ways to reduce the fatigue.

ICEBREAKERS

- [5 Carefully Selected Ice Breaking Games for Remote Teams](#)
- [21 Free Fun IceBreakers for Online Teaching, Students & Virtual and Remote Teams](#)
- [Trainer's Notebook: A Great Training Starts with A Great Icebreaker](#) - another post from Beth Kanter that explains why and how to start your event with an icebreaker.

USING BREAKOUT ROOMS

- [Ways To Use Zoom Breakout Rooms To Increase Meeting Engagement](#) - a blog post by Beth Kanter with advice on using Zoom breakout rooms.
- [How to Host a Cocktail Party on Zoom \(and have better classes, conferences and meetings, too\)](#) - a blog post by Misha Glouberman describing a tactic for using zoom breakout rooms to have more organic movement and conversation in an online group.

MODERATION AND SAFETY

- [How to Prevent 'Zoombombing' in a Few Easy Steps](#) - an article in the New York Times By Taylor Lorenz offers some tips on preventing uninvited bad actors from ruining your event.
- [Zoom Safety Tips](#) - a PDF produced by Zoom.
- Online-first Codes of Conduct:
 - [Community Covenant: A Code of Conduct for Online Communities](#)
 - [Mozilla Community Participation Guidelines](#)

Diversity, Equity, Inclusion, and Accessibility (DEIA)

This section outlines resources to help organizers design, plan and execute their virtual event honoring principles of diversity, equity, inclusion, and accessibility.

DIVERSITY

- [Do better at conference diversity](#) - a blog by The Hopper Fund on organizing scientific meetings keeping DEIA in mind.
- When looking for diverse speakers to invite, you can refer to [this list](#) of lists of BIPOC and LGBTQ speakers in neuroscience.
- [Scientific Meetings for All](#) describes how two organizations found ways to be more intentional about participant diversity at their meetings.
- [Request a Woman in STEMM](#), [Diversify EEB](#), and [R-Ladies Directory](#) are three resources for helping conference organizers increase diversity in event presenters and attendees.
- [Diversity, Equity, & Inclusion - Organizer, Speaker, & Participant Diversity](#) - A page by [OpenCon](#) on seeking diversity of participants at all levels: organizers, speakers, attendees.

INCLUSION

- Chapter 6 of [Building community at scientific events](#) - a comprehensive guidebook to organizing community-focused scientific events by CEF2019 Fellows, Arne Bakker, Chiara Bertipaglia, Megan Carter, Liz Guzy, Leslie Hsu and Ann Meyer.
- [Tips for Creating an Inclusive Virtual Space](#) - a blog post from the Aspen Institute on how to ensure that DEIA is at the center of digital engagement when planning your online meeting.
- [9 \(Free!\) Online Classes for Managers Who Care About Diversity and Inclusion](#) - from The Muse. If you want to expand your understanding and expertise, these online courses are a place to start.
- [Resources on Personal Pronouns](#) - resources and guidance on personal pronouns and gender-inclusive language curated by [MyPronouns.org](#).
- [Caregiver awards to support Early-Career Researchers](#) - an initiative by AGU to facilitate participation at conferences by providing funds for family care. Although this initiative is related to an in-person event, this strategy can and should be applied to virtual events, also.
- [A page by WisCon on Safer Spaces](#) that can be established for marginalized folks, where they can find some quiet, get some time away from the pressure of the event and connect with folks who share common backgrounds and interests.
- [The NumFOCUS DISCOVER Cookbook](#) is a guide for organizing more diverse and inclusive events and conferences, produced by the NumFOCUS Diversity & Inclusion in Scientific Computing (DISC) Program, with support from the Moore Foundation.
- [Inclusive conferences? We can and must do better - here's how](#) - a blog post by Alice Chautard with 10 takeaways for developing inclusive conferences.

- [Best practices for inclusive remote meetings](#) from the American Geophysical Union's Ethics and Equity Center.

ACCESSIBILITY

- [Enhance the Accessibility of Virtual Events](#) - by the [Vera Institute of Justice](#) on maximizing the access of webinars, including [creating Accessible PowerPoint Presentations](#).
- [A Progressive's Style Guide](#) by Hanna Thomas (SumOfUs.org) and Anna Hirsch (ActivistEditor.com) on consciously using inclusive and socially just language.
- [How to Build Language Justice](#) - a paper by [Antena Aire](#) on strategies for building dynamic and well-functioning multilingual spaces with interpretation.
- [How to make your presentation accessible to all](#) - by the Web Accessibility Initiative on how to make presentations, talks, meetings, and training accessible to all potential audiences.
- [Inclusive Presentations and Meetings](#) - American College Personnel Association (ACPA) on how to follow principles of universal design to create inclusive digital presentations.
- [Accessibility and Universal Design of Online Meetings](#) - Disabilities, Opportunities, Internetworking, and Technology ([DO-IT](#)) on universal design principles to prepare for and deliver materials to diverse audiences.
- [Creating Video and Multimedia Products That Are Accessible to People with Sensory Impairments](#) - Disabilities, Opportunities, Internetworking, and Technology ([DO-IT](#)) on captioning, transcription, audio and visual descriptions.
- [Accessibility Tools and Resources for Designers and Developers](#) - blog by Lisa Dziuba to create accessible slide decks from a visual standpoint.
- [Dos and don'ts on designing for accessibility](#) - infographics created by [Karwai Pun](#) from [Home Office Digital](#) to approach accessibility from a design perspective.
- [How to Make Zoom More Usable and Accessible for All](#) - resources from the University of Colorado Boulder, including tips on sound quality, recording, video settings, chat, screen sharing, polling, breakout rooms, ASL interpretation, transcripts, and live captioning.
- [Accessibility Tips for a Better Zoom/Virtual Meeting Experience](#) - resources from the Deaf/Hard of Hearing Technology Rehabilitation Engineering Research Center.
- [Zoom in Windows for Blind / Low Vision Users](#) - A how to guide for visually impaired Zoom users from the Institute of Disabilities at Temple University.

INTERNATIONAL PLATFORM AVAILABILITY

- [The University of Arizona's Disability Resource Center's Guide to planning events](#) includes information about communication access and classroom technology services.
- [Evaluating features of scientific conferences: a call for improvements](#) describes how conferences organizers can make their events more economically and financially sustainable, inclusive, and accessible.

CODES OF CONDUCT

- [Adapting Your Code of Conduct for Virtual Events](#) - a blog by Maria Keenan to reflect on how your existing Code of Conduct for in-person events actually needs to be customized when you go virtual.
- Examples of Codes of Conduct specific to virtual events can be found [here](#), by [csv.conf](#), and [here](#), from the University of Washington.

Platform selection (for the event)

- [Virtual event suggestions for open source communities](#) – this blog post by Angela Brown, Shubrha Kar and Jason Perlow from the Linux Foundation lists their short list of preferred platforms and explains how they selected them. It also includes a link to a [Google sheet](#) with comparisons of a larger set of platforms they evaluated.
- [Tools for virtual conferences](#) is part of [Virtual Conferences: A Guide to Best Practices](#) by the ACM Presidential Task Force on What Conferences Can Do to Replace Face-to-Face Meetings. These tables survey communication platforms that may be useful for virtual conferences. Each subsection is ranked in order of the platforms that, in their judgement, best fit their use for academic conferences.
- [Tips on running online meetings and events](#) – a Google doc created by the Digital Curation Centre (DCC) includes a section on how to choose the most appropriate platform for your event.
- The Digital Repository of Ireland’s (DRI) blog post “[To choose a videoconferencing platform, you first need to know... what you need](#)” by Natalie Harrower includes a list of questions to ask to help you choose the right platform for your event and tips for when you try out a platform.
- [Online Engagement: A guide to creating and running virtual meetings and events](#) by the National Co-ordinating Centre for Public Engagement (NCCPE) includes tips for running online meetings and a breakdown of pros and cons of various online platforms.
- [The Ultimate Community Platform List](#), started by Jessica Malnik, is a publicly editable index of different community engagement platforms (e.g., Slack, Discourse, Meetup, etc.) which includes the key features of each platform and reported drawbacks.
- [The Ultimate Webinar Livestreaming List](#), started by Guillaume de Smedt, is a publicly editable index of different webinar platforms. It's updated by community managers from around the world.

Additional tools to support online engagement

Below you will find an assortment of tools used by CSCCE members in their own online events. Inclusion of a tool does not imply endorsement by CSCCE.

PRESENTATIONS

- [PechaKucha tool](#) - Pecha Kucha is a quick-fire presentation format that limits the amount of time the presenter is permitted to spend on each slide and the overall number of slides - resulting in a lightning talk format that can be useful for sharing a single idea. Typically, you might include several Pecha Kucha speakers on a particular subject followed by Q&A.
- [Prezi](#) - can be used as an alternative to make online presentations and allows for more animation of slides and creative transitions between them. But, be careful not to disorient those who are following along or distract from the main messages of the presentation!
- [slides.com](#) - Slides is a place for creating, presenting and sharing slide decks. It is highly customizable and allows interactions with the contents. You can share unlimited public slide decks for free, but a paid tier is needed to have unlimited private decks.
- [Canva](#) - tool to create graphics, charts, concept maps and slide show templates.
- [Google Slides](#) - a simple, effective way to collaborative design and deliver presentations. Available as an app. Live captioning is available when screen sharing.
- [QiqoChat](#) - a “wrapper” platform to create conferences, with self-hosted video chat, collaborative documents, and other integrated apps.

ALTERNATE VIDEO PLATFORMS

- [Flipgrid](#) - Free video discussion platform for educators/students. You can post discussion prompts and students can respond with short videos.

CAPTIONING

- [DEI Tip Sheet: Captioning, subtitles, and transcription](#) - this resource was co-created by CSCCE staff and community members following a community tools trial, and offers a number of options for AI-generated captions, subtitles, and transcripts.

POLLING

- [PollEverywhere](#) - this tool can be used to create live interactive polling via text or online.
- [Sli.do](#) - a website-based polling and Q&A app. According to the website, it is compatible with online video conferencing software.
- [Mentimeter](#) - a tool to get real-time input from remote teams, online students and event participants with live polls, quizzes, word clouds, Q&As, and more.
- [Lino](#) - online sticky notes, can be used for feedback/evaluation
- [Google Forms](#) - collaborative method for collecting feedback or surveys.

IDEATION / CO-CREATION

- [Mural](#) - a virtual ideation platform with whiteboarding and sticky note functionality. Comes with a selection of custom backgrounds.
- [Miro](#) - an online collaboration tool used to replicate the experience of collaborative sticky note sessions. Note, not widely used so may need some introduction prior to the activity, but can be used without participants needing to create an account if the administrator sets up the necessary boards and rooms in advance.
- [Padlet](#) - an online tool for crowdsourcing suggestions from participants which can then be displayed on screen for everyone to view.
- [Google Docs](#) - a simple, effective, low-hanging fruit solution to collaborative writing and ideation, however international access can be an issue.
- [Google Jamboard](#) - the G-suite solution to whiteboarding, including sticky notes.
- [Hackmd.io](#) - real-time collaboration in markdown format. It is possible to produce a slideshow from a document, with each section of the document turning into a slide.
- [Etherpad](#) - an open-source collaborative document editor with a variety of [plugins](#).

COLLABORATIVE PROJECT MANAGEMENT

- [Trello](#) - a Kanban-based approach for co-creating project workflows, to-dos, event walkthroughs, etc.
- [Asana](#) - a popular project management tool for co-creating project workflows, sharing calendars.
- [Wrike](#) - a popular project management tool for co-creating project workflows.
- [Monday.com](#) - a popular project management tool for co-creating project workflows with integrated time tracking (pro-version).
- [Basecamp](#) - a popular project management tool which also includes file sharing, internal communication.
- [KanbanFlow](#) - a project management tool focused on completing tasks and using the Pomodoro technique.
- [Donut](#) - a Slack app that takes care of matching people based on selection patterns that the organizers decide. The matching can be done at random or to address specific needs (e.g., new people joining the community, etc.).