CAPABILITIES REPORT

D2.2

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Abstract. This report details Task 2.3 activities related to providing capabilities to increase the number of people who are able to effectively engage with Commonfare.net. This includes 1) a number of workshops and events organised by pilot partners, primarily in the pilot countries (but also beyond), which demonstrate how to effectively make use of the different functionality of commonfare.net, as well as 2) the development of a series of tutorials and scenarios that provide instruction on the use of Commonfare.net. For each type of activity, we present the underlying rationale, a list of instances (of workshops, events, tutorials and scenarios), and for each instance, some detail about its role and contribution to providing capabilities.

EXECUTIVE SUMMARY

This report details the activities related to Task 2.3 'Training and Providing Capabilities'. The activities of this task occured after the Commonfare.net platform has begun to be implemented, and its goal is to provide training to people (identified as part of Task 2.1) in the pilot sites such that they are adequately prepared and effective in leveraging the functionality of Commonfare.net. The task also aims to provide training materials and guides to act as explanatory and teaching tools for how people more generally can make use of the functionality provided by Commonfare.net.

The organisation of this document reflects the two goals of Task 2.3, with the first chapter focusing on the work undertaken by the pilot partners, in the form of train-the-trainer workshops and other training events. This first section first introduces the rationale for what activities took place by each pilot partner, before listing all the events, and finally providing detail on each. The second chapter focuses on the work undertaken to produce training materials posted on Commonfare.net in the form of tutorials and scenarios. This chapter similarly begins explaining the rationale behind these two types of content, before providing a list, and finally details about each of the respective tutorials and scenarios. While many of these activities across the two chapters were planned independently, there was opportunity for some of the workshops and training events to use and test the tutorials/scenarios, and similarly scenario and tutorial development was dependent on feedback from partners, and with the goal of supporting the workshops and training events.

DOCUMENT REVISION HISTORY

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11/02/2019	V0.2	Aspasia Beneti	Train-the-trainer workshop process and summary
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ACRONYMS

ACRONYM	MEANING
AU	Abertay University (Scotland, UK)
BIN	Basic Income Network Italy
CPS	Centre for Peace Studies (Croatia)
FBK	Fondazione Bruno Kessler (Italy)
DYNE	Stitching Dyne.org (the Netherlands)
UNITN	University of Trento (Italy)
MITI	Madeira Interactive Technologies Institute (Portugal)

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1. Train-the-trainer Workshops and Other Training Events

This section introduces the rationale and process for each pilot partner to engage in workshops and other training events. After this, we present a full list of the events that have taken before providing some detail about each.

1.1 Rationale & Process

Here we articulate the general strategy of each pilot partner to plan and execute workshops and other training events that seek to raise the Commonfare literacy of different publics and communities, such that they are more able to make use of the capabilities of the platform.

1.1.1 BIN

The field research[1] carried out led us to identify differences within our target group. Italian "precarious workers" – grappling with the economic crisis, on the one hand, and the crisis of wage labour and Fordist welfare state system, on the other – are far from being a homogeneous body. They are rather a group of people whose experiences vary according to generation status, family background, specific needs linked to different stages of life, also in relation to gender and caregiving (precariousness makes lives and bodies emerge). The good practices BIN made contact with reflect this variety not only in terms of issues they deal with (culture, arts, leisure time, shared vegetable gardens; from organisations sharing the means of production, to associations carrying out mutual aid initiatives), but also in terms of diversity and specificity of the communities involved, once again according to generation status, needs and social profiles of those engaged in the different communities.

Therefore, the strategy adopted to put groups of precarious workers and good practices in contact with the Commonfare.net platform was not univocal and uniform, but rather flexible. Also, it was always based on interaction, sharing and listening.

- Leveraging the issue of basic income and that of complementary currencies to get some associations or social spaces interested in the platform. In these cases, what worked was the opening of a dialogue on the participatory approach to social welfare through collaboration and mutual support represented and allowed by the platform, thanks to simulations of a basic income scheme in commoncoin and the experiment at SantArcangelo

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[1] Deliverable 2.1 Research Report http://pieproject.eu/2017/03/29/d2-1-research-report/

Festival. Also, the **Welfare Cards** depicting the existing welfare measures played an important role in creating contact, interest, desire for further study.

- Starting a discussion involving the critical analysis of the platform itself with some other organisations in order to improve it by focusing on the idea that Commonfare.net could represent a tool of communication and **information** useful to strengthen the overall ability of the associations to "build critical mass" in their own territories. **Community-based organisations hardly have access to mainstream media to let people know what they do**. In this case, particular emphasis was placed on what these organisations have already in common, that is, a space for activation on a voluntary basis that is fundamental for the community but maybe it is not sufficiently enhanced, and on the potential to create "networks of associations".

- Managing to build long-term **relationships** over time with some other organisations, such as Rimaflow whose vicissitudes are reported on the platform when this important experience of worker-recovered factory had a hard time, at some point. In this case, concrete **solidarity** expressed by Commonfare.net created a form of **mutual recognition**.

- Introducing a **debate on hot topics** that intertwine with the theme of the commons – important to us - into Commonfare.net could be another strategic approach to create and expand networks where Commonfare has been already embraced and considered an important interlocutor. The issue of regulations regarding the commons and civic uses led us to publish documents and stories produced by various experiences, thus widening a debate that affects almost all social spaces engaged in grassroots activism that, in Italy, seek solutions to their condition of "formal illegality".

- In addition, official and institutional events have been organised to describe the platform and make **policy makers** aware of the potential offered by the good practices, which joined the platform, in crucial fields for the development of urban organisations, such as culture, housing, socialising, education, opportunities for employment and self-employment, as examples of bottom-up creation of social cohesion and well-being.

As a result, these strategic approaches have produced a diversified output:

- Good practices joined the platform to let people know what they do
- Individual commoners joined the platform to tell their experience of precariousness
- Using the platform to communicate initiatives
- Using the platform to start crowdfunding campaigns
- Opening of cultural/political debates and involving Commonfare in such discussions (basic income, complementary currencies, welfare, the commons, civic uses)
- Activation of groups of associations
- Strengthening the Commonfare brand on social media (facebook page) through the flow and exchange of stories published on the website

1.1.2 CPS

The approach used by CPS varied over time, taking into consideration feedback from focus groups, the specific cultural context, and the different needs identified for different groups of users in Croatia. This included taking advantage of networking events and dissemination events in order to capacitate individuals who had showed interest in the Commonfare concept and platform; building relationships over time with various target groups: with young precarious workers through the long-term Student Group, with the Island Movement specifically for use on the Islands, and with individual members of best practices and NGOs through one-on-one meetings over time. During dissemination events, "how to's" were shown via PowerPoint presentations or directly from the platform, showing ease of use and highlighting potential uses of the platform, taking advantage of tutorials available on the platform and the different scenarios developed by the consortium. During networking events, a similar tactic was used, taking advantage of the fact that individuals who attended networking events had already shown interest in the concept and idea of Commonfare. At the Fališ Festival, where Commonfare panels took place in the evening and the setting was not conducive to the use of a digital presentation with a projector, an information booth was set up during the afternoon over the three days of the festival with brochures, and informal conversation used to showcase the platform and how it can be utilized. In addition, individuals and best practices from Croatia were contacted and meetings held to showcase the state of the platform functionalities and then to train members of this target group in using the platform. These one-on-one meetings, although time-consuming, were rewarding in that not only were others trained on the uses of the platform, but CPS also received useful feedback that was then incorporated into the train-the-trainers workshop and future dissemination events, in order to highlight what is most useful to others. Finally, a train-the-trainers workshop was organized in Stubice, Croatia where individuals were trained not only in how to expertly use the platform but also how to train others to use the platform using the teaching tools (tutorials) developed by and for Commonfare.net.

1.1.3 DYNE

The workshops organised by Dyne[2] combine a co-design process adjusted to the needs of the community at the time, as well as presentations and train-the-trainer activities on the Commonfare platform, the Commoncoin and group currencies. In particular DYNE would typically begin with a presentation of the platform and its different aspects and then proceeds with encouraging the participants to create accounts and check for themselves. After this, there would be a brief presentation on the Social Wallet API, the Commoncoin and the possible benefits of complementary currencies. This would be followed with the codesign process and feedback sessions. During all

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[2] DYNE became responsible for the pilot activities in the Netherlands following a project amendment (approved 14-09-2018), triggered by a termination request on the part of Daniela Paes Leão and Merel Willemsen, who were previously responsible for pilot activities in the Netherlands.

stages DYNE make sure that it is clear to the participants how to introduce to platform to others, how those can create accounts and use it, when and why they receive Commoncoins and finally what newly introduced communities need to do if the desire to have their own group currency. The aim was such that participants have a clear idea of the capabilities, and that they are ready to spread the word to other members of their group or other groups.

1.2 SUMMARY OF WORKSHOPS AND EVENTS

Here we provide a summary list of workshops and events that each pilot partner has engaged in as part of T2.3. These were preceded by a workshop on the topic of storytelling that was run for pilot partner organisations to support their other workshop plans. For this particular workshop, and the list of workshops and events for each pilot partner, further detail is provided below in Section 1.3.

1.2.1 BIN

- Storie del possibile (Stories of the possible), *21 April 2018*
- Workshop/focus-group with precarious workers, *7 May 2018*
- Commonfare presentation Connect Athens, *12 September 2018*
- Workshop with Cultural Association Cambiapiano, *13 September 2018*
- Workshop with Cultural Association Roma - Dakar, *15 September 2018*
- Welfare, care and rights at the time of the fourth industrial revolution, *17 March 2019*
- Commonwealth and the revolt of cooperation, *5 July 2018*
- Commonfare del comune, *15 September 2018*
- Commonfare.net: the European web platform for social affairs, *10 October 2018*
- Between individualistic isolation and community closures: getting out of polarization, *12 January 2019*

1.2.2 CPS

- CPS Student Group on Precarious Work, *February-June 2017*
- Focus Group with Island Movement, *4-6 August 2017*
- United Against Youth Precarity 4-day meeting, *15 March 2018*
- Info booth at Fališ Festival, *5-7 September 2018*
- Commonfare panel: Nejednakosti u EU i Europski stup prava, *3 October 2018*
- Public panel: Štite li zakoni mlade radnike i radnice u Hrvatskoj? (Is the law in Croatia protecting young workers?), *26 November 2018*
- Conmonfare presents 6th National Conference on Precariousness, 28 *November 2018*
- Mladi PoZOR: glas mladih radnica i radnika u izmjenama radnog zakonodavstva" ("Voices of youth workers in changes to labour regulation") Conference, *19 January 2019*

- Commonfare Train-the-trainers Workshop, *30-31 January 2019*

1.2.3 DYNE

- Commonfare and a national hemp cooperative, Helsinki, *28-29 November 2018*
- We all have something to worry about, art performance, Groningen, with Henry Alles and Lola Diaz Cantoni, *2 December 2018*
- Commonfare in Drente, With Henry Alles, *8-9 December 2018*

1.3 EVENT DETAIL

Before we highlight the detail of specific activities run by pilot partners, we first provide information about an event run to support these activities. The toolkit provided by this workshop served as additional support for the strategy of each pilot partner organisation. For the pilot partner organisation activities we add information about the participants, the rationale, and outcome of each to the list in Section 1.2.

Preliminary Storytelling Techniques Workshop

This took the form of a 2-day workshop organised among pilot partner organisations and former members of the Commonfare consortium regarding storytelling techniques took place on the 6-7 September 2017 in Rome (we should note that DYNE did not participate in this workshop, as they were not yet the pilot partner in the Netherlands). The planning for this workshop began as part of discussions among pilot partners on Day 2 of the General Assembly (GA) that was held 19-20 June 2017 in Amsterdam. The aim of the workshop was to provide all pilot partners with a collaboratively defined and unified 'storytelling workshop conduction tool'. This toolkit consisted of a number of documents that provided different exercises, suggested workshop structures, information about the importance of storytelling, tips for visual and written storytelling, and links to other useful videos and documents.

The workshop itself consisted of a number of exercises, with the intent of encouraging people to think creatively about their own life experience and how they might share that through storytelling. The first day began with an activity to help people better get to know each other, with each participant sharing about themselves 'something that is true and something that is false'. After further discussion on the importance of storytelling for people experiencing precariousness, the first day ended with an exercise challenge for the following day, asking participants to: 'Take an image with the camera on your phone tonight or tomorrow morning that in your opinion best represents what Commonfare stands for'. The images were returned to later on the second day, with the workshop coordinators providing feedback on how they could be improved with minor adjustments.

The second day began continued with exercises that can be run as part of train-the-trainer activities, both to introduce people to each other, and with a positively framed request: 'Tell us your name and one nice thing you did last week'. This was followed with an 'analog data visualisation' exercise, by drawing a line on the floor, and using it as an axis with which participants position themselves in relation to their response to a question or statement, such as 'I often share stories online publicly' at one end of the line, and 'I only share stories online with a limited group of people, for instance friends or people I know in real life' at the other. The activity can be further expanded with a second axis on the ground. For each question that requires participants position themselves to indicate their answer, there should be opportunity for discussion and reflection.

1.3.1 BIN

Table 1. Storie del possibile (Stories of the possible)

Rome, Italy 21 April 2018	**Rationale:** Show the platform functions and possible benefits for associations. Propose the concept of 'commonfare' to highlight how, by using the platform, the many experiences placed in different territories could enter a model of cooperation and exchange. Introduction to the Commoncoin. Use of slides. Also, brochures were handed out.
Participants: 20 people aged from 20 to 60 years old, representing good practices and collective experiences	**Outcomes:** The philosophy of the concept of Commonfare and the aims of the platform as a space for cooperation among grassroots collective experiences has been of great interest. Many of those who participated joined the platform, as well as some collective experiences did. In addition, as a transversal outcome, a mutual collaboration has been established with group

Table 2. Workshop/focus group with precarious workers

Rome, Italy 7 May 2018	**Rationale:** Engaging a group of precarious workers and showing them the chances offered by the platform. Introducing the different functions, tutorials for joining, entering a text, adding images or videos. Introducing the chances of collaboration with good practices. Introduction to the Commoncoin and its possible use. Presentation of welfare measures and discussion on their collective use (e.g. help-desk giving information about welfare measures run by precarious workers). Use of a PC connected to the net to show the platform and the website; tutorial for writing contributions. Brochures were handed out .
Participants: 14 people aged from 30 to 45 years old, precarious workers from different sectors (publishing, creative works, NGO's)	**Outcomes:** Joining the platform and telling personal stories about precarious work. Using the platform and collecting feedbacks for further design changes to better use some needs emerged during the workshop. Some of those who participated said they were very interested in letting the platform be known to other networks and making other precarious workers join it. Some of them became commoners and they still carry out activities to promote the platform.

Table 3. Commonfare presentation Connect Athens

Athens, Greece 12 September 2018	**Rationale:** Proposing the cooperative approach of Commonfare to a group of young volunteers who work on youth disadvantage. Engaging them in a reflection on the use of a different and collaborative platform by describing the different platform functions and the overall project. Introduction to the Commoncoin and its possible use. Introduction of the good practices section. Use of slides, and a PC connected to the net to show the platform. Brochures and posters were handed out.
Participants: Around 20 people aged from 18 to 40 years old	**Outcomes:** Publishing the news about the workshop on the Commonfare platform. The community of volunteers from the Association Connect Athens said they wanted to involve the young participants in their activities in future meetings aiming at building a group within Commonfare.

Table 4. Workshop with Cultural Association Cambiapiano

Rome, Italy 13 September 2018	**Rationale:** Letting the platform be known to one of the most proactive associations in the neighbourhood. Verifying the ability to provide an organisation already rooted in the neighbourhood with communication and cooperation tools. The workshop focused on tutorials for joining, entering a text, adding images or videos. The Commoncoin section has also been of great interest. Use of a PC connected to the net to show the platform and its functions. Brochures and stickers were handed out.
Participants: 6 people aged from 28 to 45 years old	**Outcomes:** Joining the platform both as individuals and as association. Realisation of a story to introduce this good practice. The association, which cooperates with other neighbourhood organisations, said they were interested in making the platform known to others, showing its potentials, and making other people join it.

Table 5. Workshop with Cultural Association Roma - Dakar

Rome, Italy 15 September 2018	**Rationale:** Presenting the philosophy of Commonfare and the possibilities offered by the platform to an association dealing with migrants by proposing the collaborative and cooperative approach for multiculturalism. Tutorials for joining, entering a text, adding images or videos. Introduction to the Commoncoin and its possible use. Use of a PC connected to the net to show the platform and its functions. Brochures and stickers were handed out.
Participants: 8 people aged from 30 and 40 years old	**Outcomes:** Joining the platform both as individuals and as association. Realisation of a story to introduce this good practice. The association, which is very proactive and well-know among migrants networks. said they were interested in making the platform known to others, showing its potentials, and making other good practices join it. Some members of the association have published stories on the platform even after the workshop took place.

Table 6. Welfare, care and rights at the time of the fourth industrial revolution

Manifattura Milano Camp – Digital Week - Luiss Hub for Makers and Students Milan, Italy 17 March 2019	**Rationale:** Presentation of the Commonfare.net platform. Focus on welfare and social rights. Description to policy makers of some good practices that are present on the territory and that contribute to the creation of social cohesion and well-being in difficult situations. Description of forms of mutualism and creation of self-employment. Some screens from the site were used, illustrating the stories. Examples of activation. Visualization of all the various sections of the platform. Instructions for registering and loading materials. Promotional material (brochure) has been distributed.
Participants: 40 people, aged between 30 and 60, who are part of the city administration, as well as the university and business world	**Outcomes:** Dissemination and valorization of the project's contents, thanks to the strengthening of the relationship with the institutional contexts of the Milanese municipality and with entrepreneurial environments linked to social innovation that have shown great interest. Contacts with the makers. Relations and exchanges of ideas with a series of FabLabs. Relations with the Politecnico di Milano

Table 7. Commonwealth and the revolt of cooperation

Piano Terra Milan, Italy 5 July 2019	**Rationale:** Presentation of the platform Commonfare.net also starting from the book "The revolt of cooperation. Social experiments and possible autonomy" (Mimesis, 2018) which collects the proceedings of the networking event (Milan in Macao, 28 and 29 October 2017). Involvement of precarious workers on issues of income and welfare. Discussion of the potential represented by the Commoncoin. Reflection on the exchange mechanism experienced by the platform in the Commonplace. Screenshots from the site with illustrations of the Welfare Cards and the Commonplace. Illustration, step by step, of the methods of registration and use of the platform and activation in the Commonplace
Participants: 20 persons, aged between 25 and 45, in precarious employment and self-employment	**Outcomes:** Many of the participants have registered. Registration of some social realities to the platform. Contacts for future presentations and workshops. Registration live on the Commonplace, so you can test how it works. Some people got involved in the Commonplace with community service offerings

Table 8. Commonfare del comune

Summer school of EuroNomade Passignano sul Trasimeno (PG), Italy 15 September 2018	**Rationale:** Illustration of the platform and discussion on the theme Commonfare. Comparison on the issue of basic income and the Commoncoin. Reflections on the innovation represented by the Welfare of the commonwealth in the crisis of the Welfare State of Fordist matrix. Brochures have been distributed. With a selected group of interested people, practical demonstrations were made to facilitate the visualization of the information material on Welfare (Welfare Cards) and the registration to the platform.
Participants: 50 people, ages 20 to 60, activists, students, belonging to the scientific community	**Outcomes:** Some of the participants have registered. Contacts with some social realities, in particular in Southern Italy, who then announced their initiatives on the platform. Thanks to these contacts, a number of interventions related to the theme of "common goods" and the need for new regulations in support of self-organized realities that produce "common good" in the territories were opened on Commonfare.net.

Table 9. Commonfare.net: the European web platform for social affairs

House of associations and volunteers of City Hall 1 Milan, Italy 10 October 2018	**Rationale:** Descriptions of the project, the platform and its aims. Description of some stories, as an example. Illustration of the communicative possibilities represented by the Commonfare platform for the world of associations. The theme of connecting good civil society practices was highlighted. Analysis of the structure of the platform in the light of the communication aims of civil society. Instructions on how to register and use the platform. Instructions on how to use the income provided to members on a monthly basis. Questions and answers on the subject of CommonCoin. Slides have been used. Distribution of brochures
Participants: 15 people, age 40-60, volunteers, members of associations, civil society	**Outcomes:** Registration of individuals and some associations. Exchange of ideas and suggestions. Starting new relationships and reflections. Creation and registration of a group from the House of Associations and Volunteers in Via Marsala.

Table 10. Between individualistic isolation and community closures: getting out of polarization

Libera università delle donne Milan, Italy 12 January 2019	**Rationale:** During the seminar, the example of the Commonfare platform was given. Definition of good practice. Analysis of self-organisation models based on relationship and care, sharing and mutualism. A group of interested participants were instructed on how to make the log in, registration and upload of information material on their own association reality.
Participants: 70 people, ages 30-70, activists, belonging to the scientific community, civic society	**Outcomes:** Registration of some realities to the platform. Considerations starting from the condition of precariousness. Storytelling of personal experiences of "making common". Some participants expressed the desire to keep up to date on the recognition of good practices made possible by the platform. Some participants stated that they wanted to use the platform to provide periodic information on the activity of their own reality.

1.3.2 CPS

Table 11. Student Group on Precarious Work

Zagreb, Croatia February-December 2017	**Rationale:** Since focus groups showed that Croatian youth have a difficult time openly communicating about their experiences, and translating those experiences into written stories, we decided to work with a group of 10 students (who volunteered, and therefore already showed a higher level of willingness to engage) over a period of time, meeting in person approximately every 2 weeks from February to June to discuss their experiences in an open and empathetic environment, enhancing their capabilities in expressing themselves through stories, and in becoming more informed and engaged citizens through commonfare. After June, contact was maintained via a google group, sending information about changes to the platform and opportunities for engagement on the platform.
Participants: 10 people (9 aged 20-35, 1 65+), students of Peace Studies course interested in understanding, discussing and actively contributing to the fight against precarious work	**Outcomes:** The students were empowered to openly talk about situations of precarity, insecurity and the failing welfare state in Croatia, to communicate their ideas through written texts, and to actively engage with other citizens via Commonfare and in real life with respect to these issues. Students contributed to the Commonfare platform by developing an online survey on student contracts for Commonfare, became platform members, and one member of the student group went on to write a winning contribution to the Call for Stories for the Santarcangelo Festival in Italy, thus bridging between the pilot partners.

Table 12. Workshop/focus-group with members of Island Movement, Brač, Croatia

Brač, Croatia 4-6 August 2017	**Rationale:** Engaging a best practice, grassroots NGO dedicated to promoting socially conscious economic exchanges on and between the Croatian islands, exploring the options offered by Commonfare platform to meet their needs for connecting businesses and NGOs across the islands. In-depth brainstorming took place with participants around the functions that Commonfare and the Commoncoin could offer to meet the needs of this activist group. Use of a PC connected to the net to show the platform and the website; brochures were handed out, join google doc for brainstorming how to use Commonfare/coin for the Island Movement.
Participants: 12 people aged from 20 to 35 years old, members of Island Movement,	**Outcomes:** Members of Island Movement were introduced to Commonfare and potential for collaboration was explored in-depth. Different functions of the platform were explored, in particular the commoncoin and its potential uses and usefulness for the NGO. Although the final version of commoncoin was not able to meet the complex needs of the Island Movement, some participants became commoners, and Island movement disseminated promotional materials and promoted Commonfare to other interested parties.

Table 13. United Against Youth Precarity

Strunjan, Slovenia 15 March 2018	**Rationale:** During a 4-day meeting of activists working on engaging and activating youth around the issue of precariousness, Commonfare platform was presented, current functions and potential uses in the future for informing, connecting, and engaging citizens. Use of PC to show platform at current stage, as well as presentation on potential future uses, brochures were handed out.
Participants: 11 young activists from Slovenia, Bulgaria, Italy, and Romania	**Outcomes:** Participants became familiar with the concept of Commonfare and the platform functionalities- current and future, and were motivated to visit Commonfare.net for information on best practices and opportunities for networking. This workshop led to one of the organizations organizing a networking event in Slovenia for Commonfare.net in November 2018.

Table 14. Fališ Festival (Festival of Alternative and Left Ideas in Šibenik)

Šibenik, Croatia 5-7 September 2018	**Rationale:** Since the development of the platform was delayed, it was decided that it would be best to do capacity building at the networking events, where possible. Since this was a three day festival, we had an information booth where we discussed the platform and showed individuals how to use the story-telling function in person.
Participants: (approx. 60 ppl visited the info. booth, all ages, general public)	**Outcomes:** Participants from the festival were introduced to the platform, brochures were handed out, and some in-depth discussions with short story writers on the usefulness of the platform. New members joined the platform, and one story was written on the platform in connection to the Commonfare panel on sustainable tourism.

Table 15. Commonfare panel: Nejednakosti u EU i Europski stup prava / Inequality in the EU and the Pillar of Social Rights

Zagreb, Croatia 3 October 2018	**Rationale:** As previously mentioned, leveraging on the public in attendance at the networking event, the commonfare platform was presented to the public, its different functions, parts and how-to's for writing a story, as well as potential uses in the future for informing, engaging and connecting those working in Croatia and Europe (since attendance was international) on social rights of all workers and citizens.
Participants: approx. 55, general public, youth, researchers, activists, members of international NGOs	**Outcomes:** Local public and members of international NGOs were introduced to the various uses of the platform, brochures were handed out, and a "how to" done via PC and projector. This led to new members of platform, and one participant sending a concept note for a networking event (that was later cancelled). Stories were written on the platform connected to the organizer of the event Solidarna.

Table 16. Public panel: Štite li zakoni mlade radnike i radnice u Hrvatskoj? (Is the law in Croatia protecting young workers?)

Zagreb, Croatia 26 November 2018	**Rationale:** Taking advantage of a dissemination event, the platform was also presented via PPT, and its main sections, functions, and a quick "how to" for writing stories.
Participants: 30 participants between 18-35, students, researchers, general public	**Outcomes:** Target group for Croatia was introduced to the platform, its functions, capabilities and potential for engaging and connecting youth working on issues of precariousness in Croatia. Brochures were handed out, PPT with platform how to's were used. New members joined the platform and were informed about its uses.

Table 17. Conmonfare presents 6th National Conference on Precariousness (Ljubljana, Slovenia, November 28, 2018)

Ljubljana, Slovenia 28 November 2018	**Rationale:** Taking advantage of the networking event which attracted interested individuals, the platform was introduced via PPT, its main sections, functions and capabilities as well as potential for connecting youth in Croatia and Slovenia, and the region. Important insights were gained via feedback on presentation. Brochures were also handed out.
Participants: 67 participants - students, researchers, government officials, union members, general public	**Outcomes:** Target group for Slovenia was introduced to the platform, its functions, capabilities and potential for engaging and connecting youth working on issues of precariousness in the balkan region. Brochures were handed out, PPT with platform how-tos were used. Much interest was shown by participants for expanding the platform to Slovenia.

Table 18. "Voices of youth workers in changes to labour regulation" Conference

Stubičke Toplice, Croatia 19 January 2019	**Rationale:** Taking advantage of a dissemination event, the platform was also presented via PPT, and its main sections, functions, and a quick "how to" for different functions of the platform.
Participants: 50 participants between 18-35, students, researchers, youth union members	**Outcomes:** Target group for Croatia, from different regions outside of Zagreb was introduced to the platform, its functions, capabilities and potential for engaging and connecting youth working on issues of precariousness in Croatia. Brochures were handed out, PPT with platform how-tos were used. New members joined the platform and were informed about its uses.

Table 19. Commonfare Train-the-trainers Workshop

Stubica, Croatia 30-31 January 2019	**Rationale:** Inviting individuals from networking and dissemination events that had expressed interest in using the platform, first CPS staff were trained in-depth how to use the various teaching tools (tutorials) to themselves do train-the-trainers workshops on January 30th; then January 31st members, member of 6 different best practices and NGOs were trained in depth using tutorials on all functions of Commonfare.net platform.
Participants: 10 young people, members of best practices and NGOs working with youth	**Outcomes:** 10 trainers were trained in-depth on the various functions and capabilities of the platform, as well as how to use tutorials as a teaching tool. Important insights were reached regarding teaching tools. Brochures were handed out in bunches, in order to be handed out by the trainers in the future.

1.3.3 DYNE

Table 20. Commonfare and a national hemp cooperative

Helsinki, Finland 28-29 November 2018	**Rationale:** The purpose of this workshop was to examine the value flows and the drive to participation of a newly formed Hemp cooperative in Finland, On board them to the Commonfare platform as well as imagine uses for a group currency for such a community.
Participants: Around 20 participants, mostly male. 4 different backgrounds: pharmaceutics, farming, nutrition and marketing.	**Outcomes:** The workshop triggered very interesting discussions and design activities about participatory platforms and complementary currencies, it provided us with feedback about Commonfare.net and new stories on it. https://commonfare.net/en/stories/oma-ma

Table 21. Commonfare "we all have something to worry about"

Sugar Fabric Groningen 2 December 2018	**Rationale:** Performance and commonfare presentation on the premises of P.A.I.R. project at sugar fabrik Groningen, a mostly failed experiment in top down commoning run by the city itself. ● https://commonfare.net/en/stories/we-all-have-something-to-worry-about ● Link to PAIR project: http://www.landscapelabs.nl/project-type/pair/
Participants: About 20 persons	**Outcomes:** Presentation of the Commonfare project was pitched by Henry Alles before a performance ideated by the actual artist in residence in the project. The problematic of the spot, a interesting case of "top down" approach to commons has been very well depicted by the story written by Henry and published on the site. *"Basically the terrain (a former sugar factory terrain) has always included a promise of experiment for culture, co-operation and sustainability. But neoliberalism commodifies everything, doesn't it. Many initiatives on the terrain hold promises but as I myself also have to be very honest about: it is a matter of being able to afford it and especially being able to afford resistance."* Some of the artists involved in PAIR have followed up, and we are talking about having some initiatives in Groningen, is still to them unclear how to re-organise in a more horizontal way after the delusion of the failing "common" experiments. Probably something can be organised as well enlarging the type of people together with the University of Groningen.

Table 22. Commonfare at the fleamarket

Egbert's Lent, Nieuw Annerveen, Drenthe, https://goo.gl/maps/hytVvy UnFjD2 8-9 December 2018	**Rationale:** First contact with a art and farmers community in Drenthe province at Egberts Lent, an art-residency and farm. Co-Organised with Henry Alles, Arie Mulder, Leonie Dijkema, Eva Eggens and on stage: Esther de Jong, location: Egbert's Lent ● https://commonfare.net/en/stories/an-open-group-can-try-to-make-its-own-value-system ● https://commonfare.net/en/stories/fleamarket-concert-and-commonfare
Participants: About 250 during the 2 days, small workshop on Commonfare with 7 attendants, 5 women	**Outcomes:** The community around the farm is composed of a mixture of art lovers, paysans, neighbours, well described by Henry in his contribution pieces on the platform. One of the participants to the game part of the workshop got back in touch because would be interested into using it again for a performance type of event in Groningen. Shot some interviews, nice material to put online. Egberts Lent contacted us to participate again to a fleamarket event with Commonfare in March. *"On Sunday Federico Bonelli joined in, as did some others. It wasn't a stunningly busy weekend but we did have some very nice guests, many of them buying stuff, eating pancakes and some joined in on the table game. And amazingly the guests came from all over the Netherlands. What happened? Did we learn about the values of what we share? And did we talk about money, environment, means of production, sustainability, etc? I think our conversations included all of that and I was very happy to see that especially the younger emerging artists that came by did do so out of their own curiosity."* https://commonfare.net/en/stories/a-cow-carrying-a-solar-panel-on-its-back-says-boo

2. TUTORIALS AND SCENARIOS

This section outlines the process and outcomes of developing content for Commonfare.net that articulates how different functionalities can be used (with tutorials), how Commonfare.net can be used to support certain actions (with scenarios). The tutorials and scenarios complement the existing information provided on commonfare.net's 'about' page[3], which explains the values of the consortium and project, and details the purpose of the different sections of the platform. For further information, the design and iteration of the about page is discussed in project Deliverable 4.1[4].

The purpose of the tutorials was to give a step-by-step instruction regarding the different functionality offered on commonfare.net, to improve its accessibility. The scenarios by contrast focused on social reasons to use commonfare.net, and present examples of how Commoners could undertake different activities via the platform. As the scenarios involved making use of different parts of Commonfare.net in order to demonstrate an action, they often depended upon, and included links to the corresponding tutorials that demonstrated this functionality.

Tutorials and Scenarios were made visible in two places within the navigation of Commonfare.net. The first was a position on the home page, where a category of 'Tutorials' was located between the 'Commoners Voices' and 'Good Practices' section. The second was a link to 'Tutorials' in the footer of every page, positioned after the language selection, next to 'Metrics dashboard' (see Figure 1). Opening this link produces a full list of the tutorials and scenarios, presented using the same representation as stories in 'Commoners Voices' or 'Good Practices'. The technical implementation is that each tutorial and scenario is a story (the same as items in 'Commoners Voices' and 'Good Practices'), and is differentiated by the specific tags used ('how-to' and 'tutorial'). Commonfare.net then filters stories that contain these tags (and are authored by specific accounts) such that they only appear on the dedicated 'Tutorials' section[5] of the website. To clarify, while we distinguish between tutorials and scenarios for the purposes of T2.3 and in this report, on Commonfare.net they are grouped under a single section called 'Tutorials'.
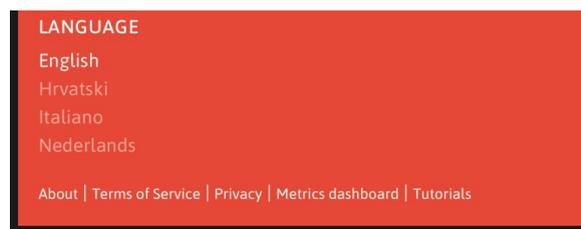

Figure 1. The footer of Commonfare.net when viewed on a mobile device, showing the location of the 'Tutorials'.

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[3] Commonfare.net About Page https://commonfare.net/en/pages/about
[4] Deliverable 4.1 Interface Mockups http://pieproject.eu/2018/10/31/d4-1-interface-mmockups-i-ii-iii-iv/
[5] Commonfare.net Tutorials Page https://commonfare.net/en/stories?filter=tutorial

2.1 Rationale & Process

The process was such that each tutorial and scenario was initially drafted outside of the Commonfare site, before being deployed to the staging environment. Once in the staging environment of Commonfare.net, members of the consortium were given an opportunity to provide feedback, which was used to modify and improve the text, explanations and in some cases change the focus of the tutorial or scenario. After this feedback was integrated, in most instances the tutorial or scenario was deployed to the production environment of Commonfare.net, making them publicly visible, where it could then be integrated into the existing dissemination plans as part of WP5. The different stages of a tutorial and scenario that we use in this document is therefore: draft, final draft ready, and published.

Both tutorials and scenarios were drafted, updated, and then deployed into a production environment in English initially, as a means to make available sooner. Translations of the content was then made afterwards. Tutorials were given a banner image in the style of an icon that represents what the tutorial is about, while the Scenarios were given a banner image that contained a short slogan. Figure 2 shows how the grid of scenario and tutorials was presented. The screenshots of Commonfare.net used as part of the tutorials showing different functionality were created based on a mobile phone web browser, following the 'mobile first' design approach of as mentioned in Deliverable 4.1.
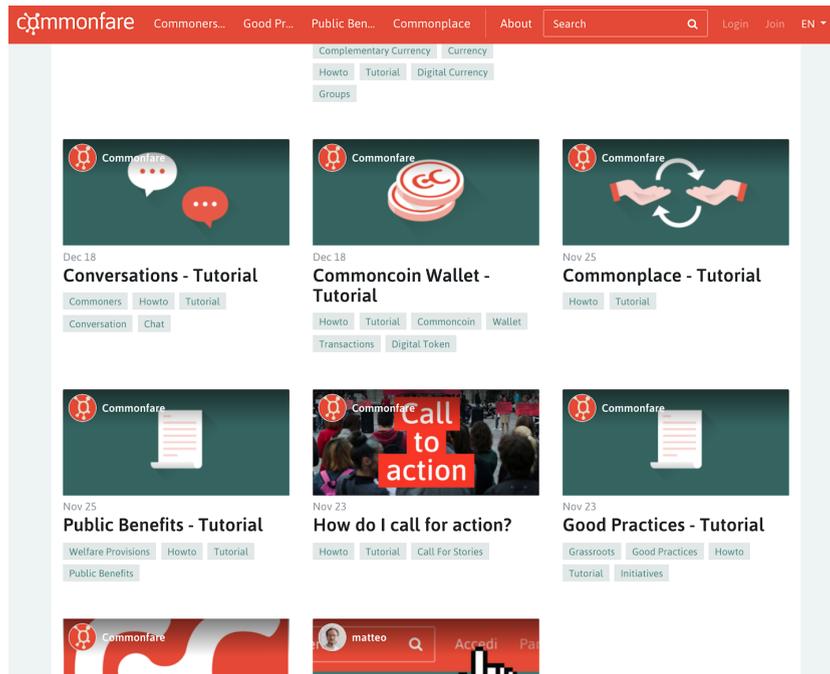

Figure 2. The mix of tutorials and scenarios, showing examples of icons/banner images respectively.

2.2 Summary of Tutorials and Scenarios

We created a table to note the different actions that could be taken along one axis, and then Tutorials were planned and developed that would focus on a different set of these actions. Below we present the contents of this table in list form (for readability), listing the different tutorials and the technical functionality that they explain.

- Commonplace
  - Creating
  - Filtering
  - Transaction
  - Notification
- Commoncoin Wallet
  - Check balance
  - Check transactions
  - Transfering
  - Notification
- Public Benefits and Good Practices
  - Commenting
  - Sharing
  - Searching
  - Filtering
- Conversations
  - Creating
  - Replying
  - Notification
- Becoming a Commoner
  - Sign up (with and without a Group)
  - Editing your account
  - Deleting your account
- Groups
  - Creating
  - Editing
  - Deleting
  - Discussion
  - Signing up with a Group
  - Writing Stories as a Group

- Group Digital Complementary Currency
  - Creating a Group
  - Creating a Group Currency
  - Transfering (from the central wallet of the currency)
- Commonshare
  - Interacting with the Commonshare visualisation

The Scenarios by contrast did not focus on functionality, although they often refer to one or more tutorials which would be helpful in order for Commoners to take the actions of the scenario for themselves. The four scenarios (the first two are published, the other two being drafted), they are as follows:

- How do I call for action?
- Digital Complementary Currency - Advanced Features
- Collective Action and Worker Rights
- Self Help Support Groups

2.3 TUTORIALS

This section elaborates on the status of each tutorial, indicating if it has been published or is still being drafted, as well as the role it serves and how it was modified based on consortium feedback. The screenshots provided show the consistency in the visual language. Illustrated cover images and images supporting the text have been created for each tutorial.

2.3.1 Commonplace

Status: Published

https://commonfare.net/en/stories/commonplace-tutorial

This tutorial (Figure 3) sought to provide an explanation on how to list items on the commonplace, and how to interact with the current listings. Commoners are encouraged to contact the author of the listings they are interested in. Therefore, this tutorial is linked to the Conversations tutorial (3.3.4), as well as the one that concerns the use of Commoncoin (3.3.2). Feedback from the consortium on draft versions focused mainly on small language improvements.
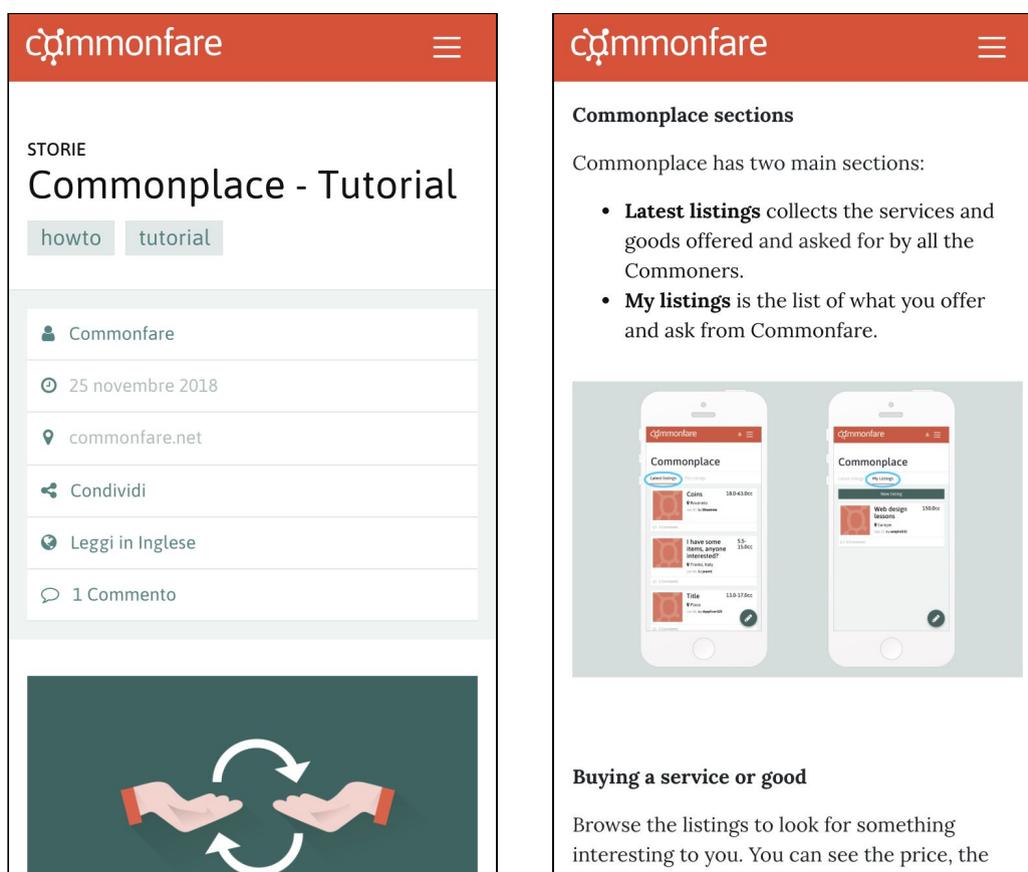

Figure 3. Screenshots of the Commonplace tutorial

2.3.2 Commoncoin Wallet

Status: Published

https://commonfare.net/it/stories/commoncoin-wallet-tutorial-31286f71-f28b-4f36-9739-4f7143f1b db2

This tutorial (Figure 4) is dedicated to the Commoners, since the Commoncoin Wallet is only visible when logged in. It shows how to check the personal current balance and list of transaction; it also provides step-by-step instructions on how to send Commoncoins to another Commoner and how to find out if you received Commoncoins. Feedback from the consortium on draft versions focused mainly on small language improvements, with particular regard on the plural of the word "Commoncoin", which has been agreed to be "Commoncoins".
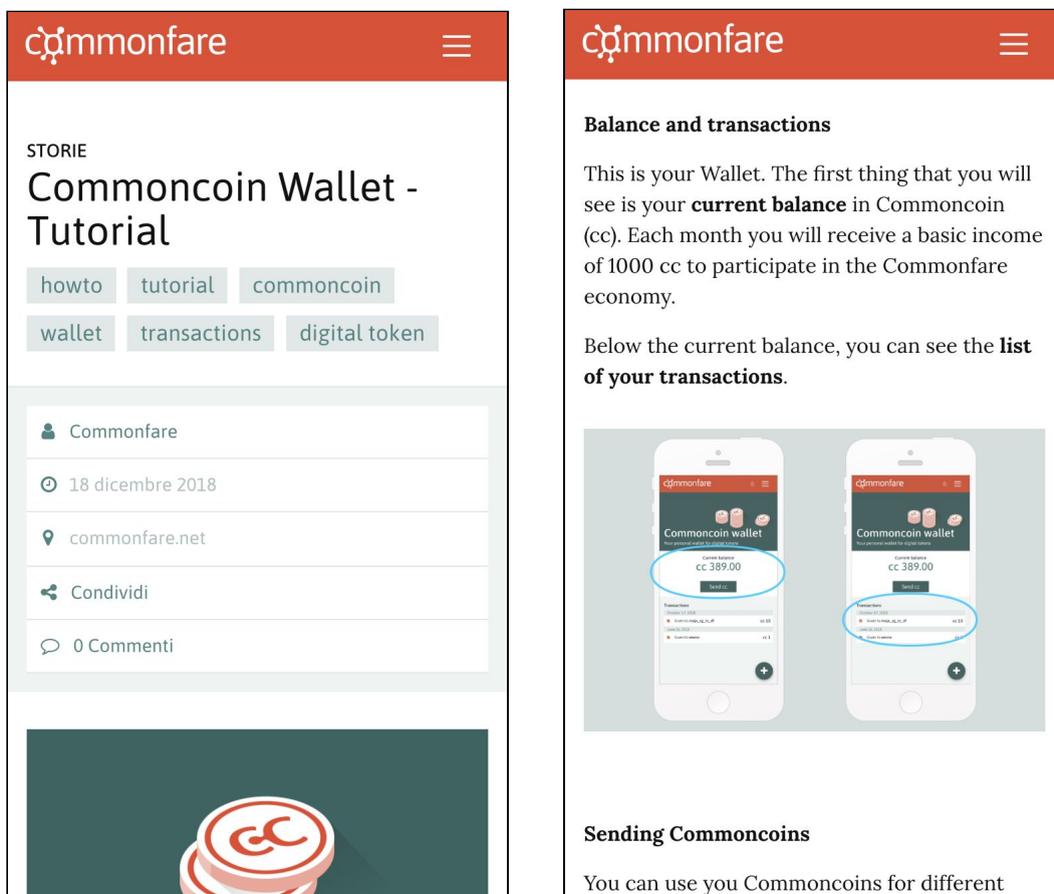

Figure 4. Screenshots of the Commoncoin Wallet tutorial

2.3.3 Public Benefits *and* Good Practices

Status: Published

https://commonfare.net/en/stories/public-benefits-tutorial

https://commonfare.net/en/stories/good-practices-tutorial

This section combines two very similar tutorials (Figure 5) that describe the purpose and means of interacting with the Public Benefits, and Good Practice cases, which respectively have a dedicated section on commonfare.net, linked directly from the top navigation menu. These tutorials include information on how to find, how to comment, and how to share the respective content. Feedback from the consortium on draft versions focused on small language improvements, as well as to clarify the core concept in the introduction of the Good Practices tutorial. While Figure X is of the Public Benefits tutorial, the structure and style is very similar for the Good Practices.
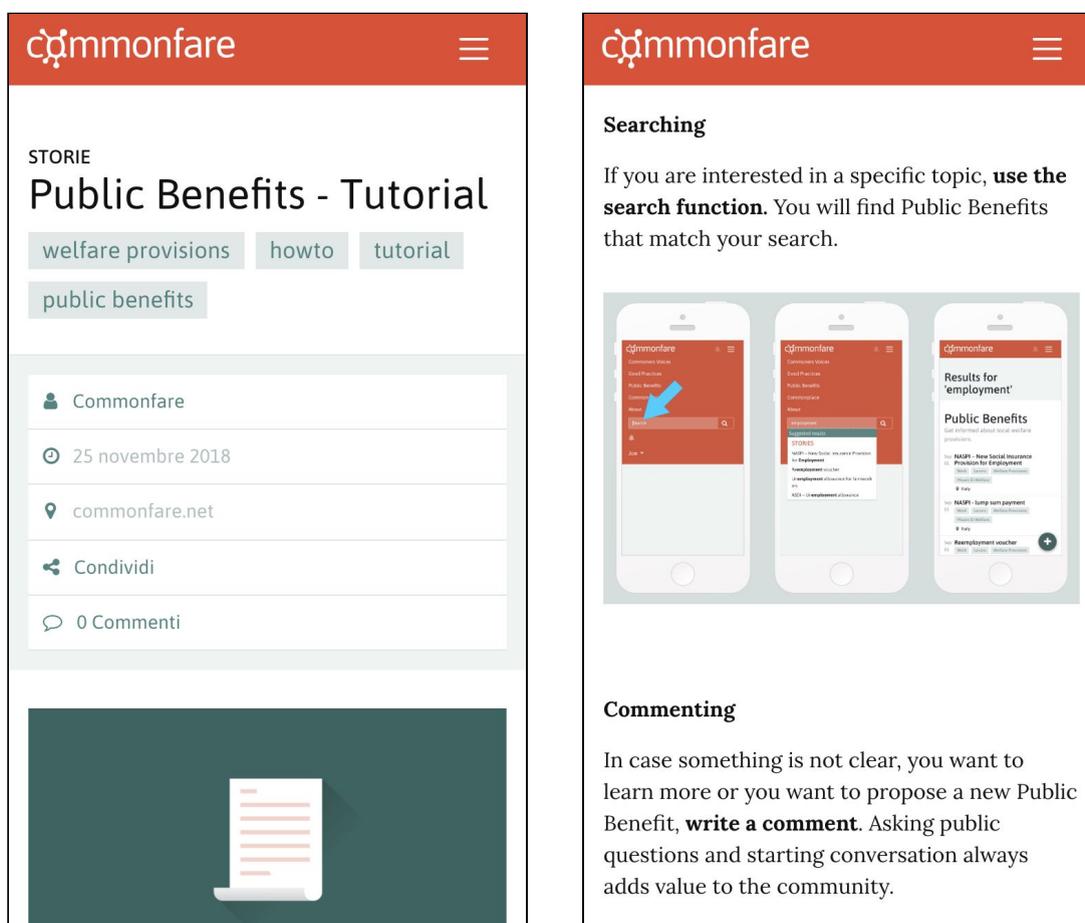

Figure 5. Screenshots of the Public Benefits tutorial

2.3.4 Conversations

Status: Published

https://commonfare.net/en/stories/conversations-tutorial

This tutorial (Figure 6) focused on how to initiate conversations with other Commoners, how to view your list of ongoing conversations, and the way in which notifications allow you to receive feedback about new and unread messages. Feedback from the consortium on the draft version focused on small improvements to the language used.
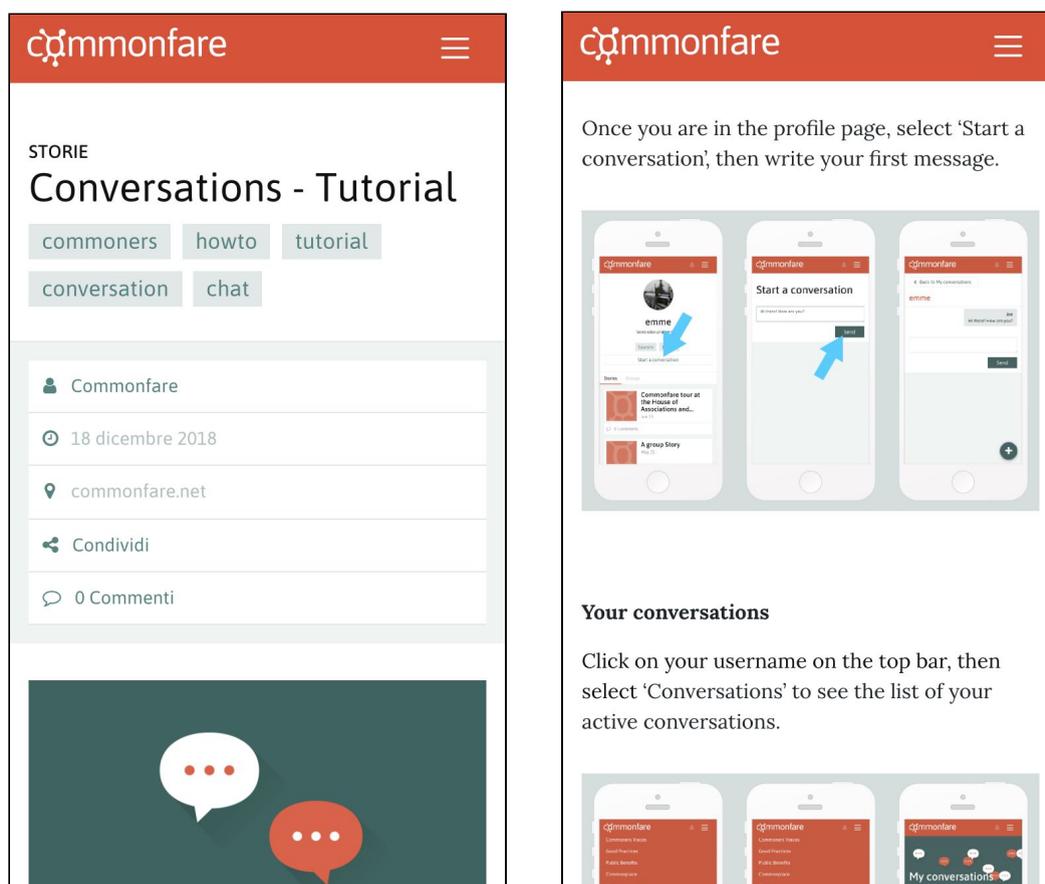

Figure 6. Screenshots of the Conversations tutorial

2.3.5 Becoming a Commoner

Status: Final Draft Ready

This is a basic tutorial (Figure 7) on how to join Commonfare.net. Although the task described is easy to accomplish, the tutorial emphasizes the importance of the privacy aspect, ensuring that the users' email addresses will not be used in any other way than for login purposes (note that in addition to this, Commoners also have the capacity to delete their account and all their data at any time). The draft has been completed, and this tutorial is current awaiting feedback from the consortium.
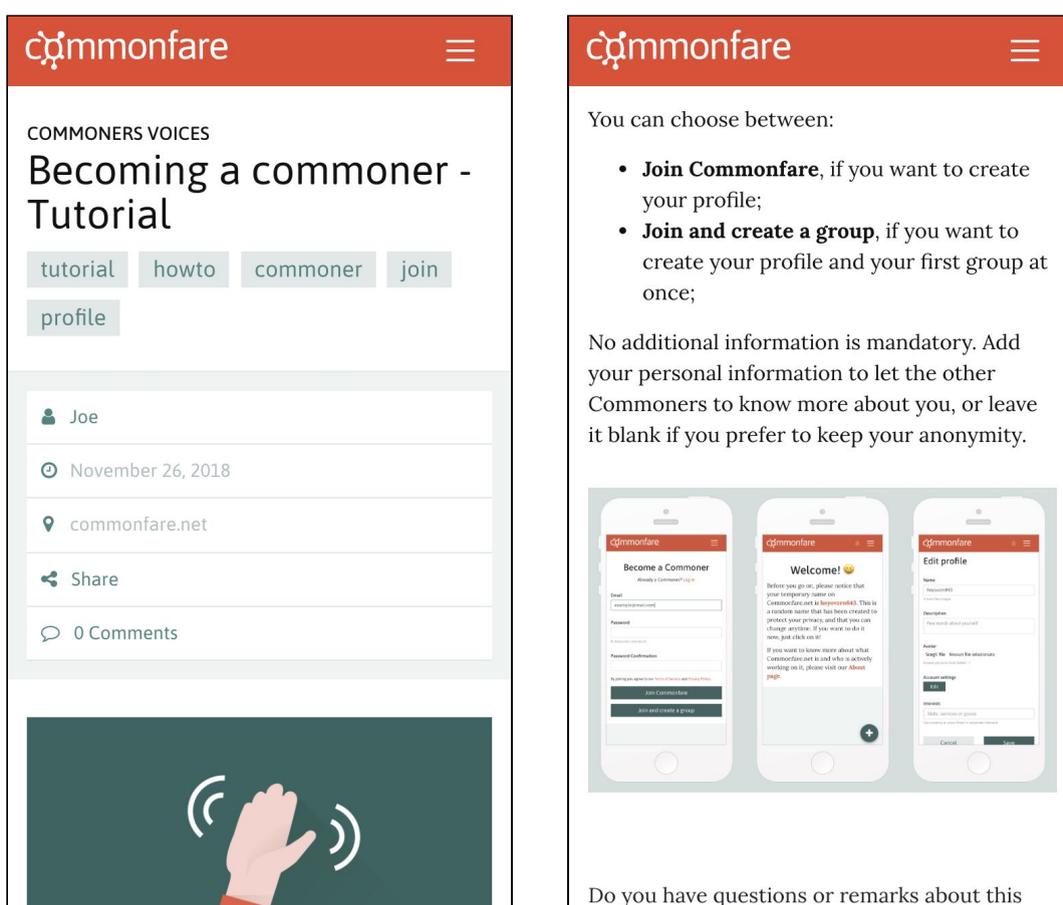

Figure 7. Screenshots of the 'Becoming a commoner' tutorial in the staging environment

2.3.6 Groups

Status: Published

https://commonfare.net/en/stories/groups-tutorial

Groups are one of the most articulated sections in Commonfare.net. The tutorial (Figure 8) shows how to create, edit and delete groups. Then it describes the four sections of a group: discussions, stories, members and requests. Lastly, it illustrates the three roles available (Admin, Editor, Affiliate) and their relative permissions. A separated tutorial is dedicated to the creation and use of the Group currency (described below in 2.3.7). Feedback from the consortium on draft versions focused on small language improvements. It has proved to be very useful during the train-the-trainers workshop as a teaching tool.
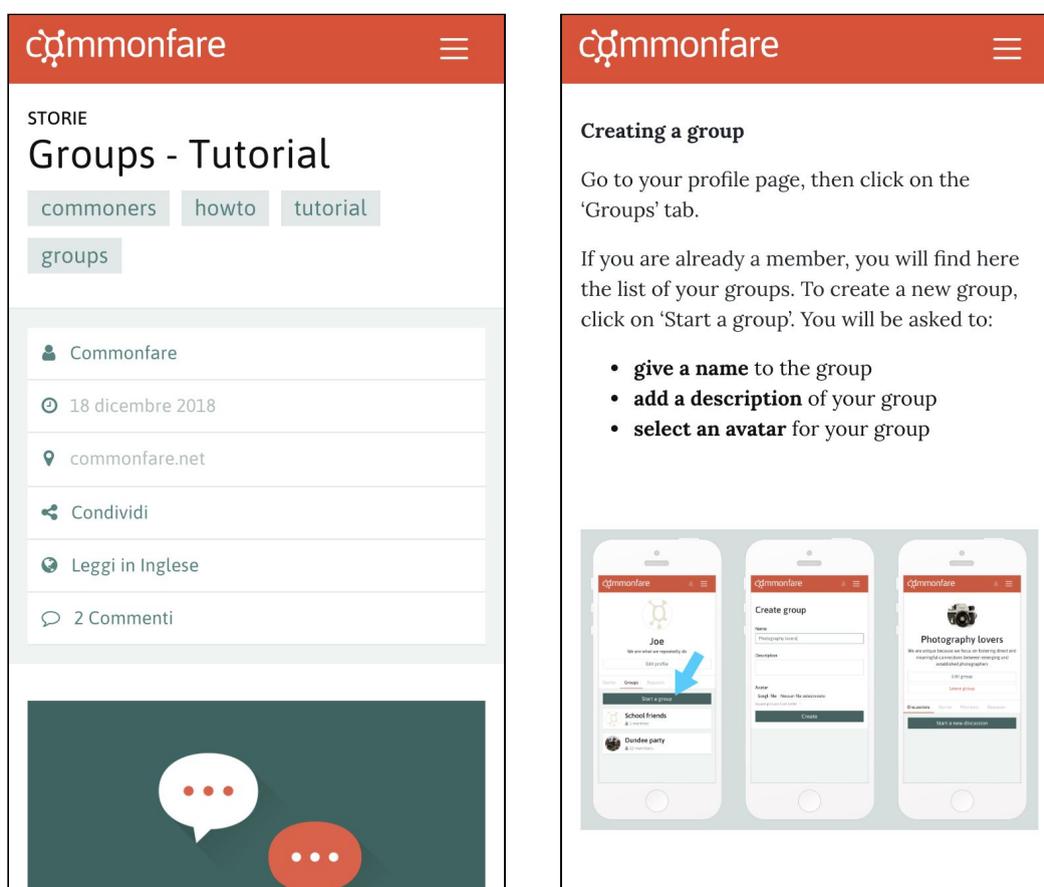

Figure 8. Screenshots of the Groups tutorial

2.3.7 Group Digital Complementary Currency

Status: Published

https://commonfare.net/en/stories/group-currency-tutorial

This is an advanced tutorial (Figure 9), as the setup and configuration of a group currency requires technical skills (with command line tools, and configuration files), and external resources (in the form of a hosted server). The main goal of the tutorial is to explain how to create and use a Group Wallet (using the Social Wallet API[6]). For security and autonomy reasons, the Group Wallets are not hosted on the same servers used by Commonfare. Thus, the tutorial provides instructions on how to set up an instance of a Social Wallet API on an external server. Feedback from the consortium on the draft version revealed the use of overly technical language. The language in the final version has been simplified, and the tutorial was enriched with more references and resources.

The documentation and software for installing the Social Wallet API can be found in two locations.
If using Docker: https://github.com/Commonfare-net/commonfare-swapi-deploy.
Otherwise if performing a manual setup: https://github.com/Commonfare-net/social-wallet-api
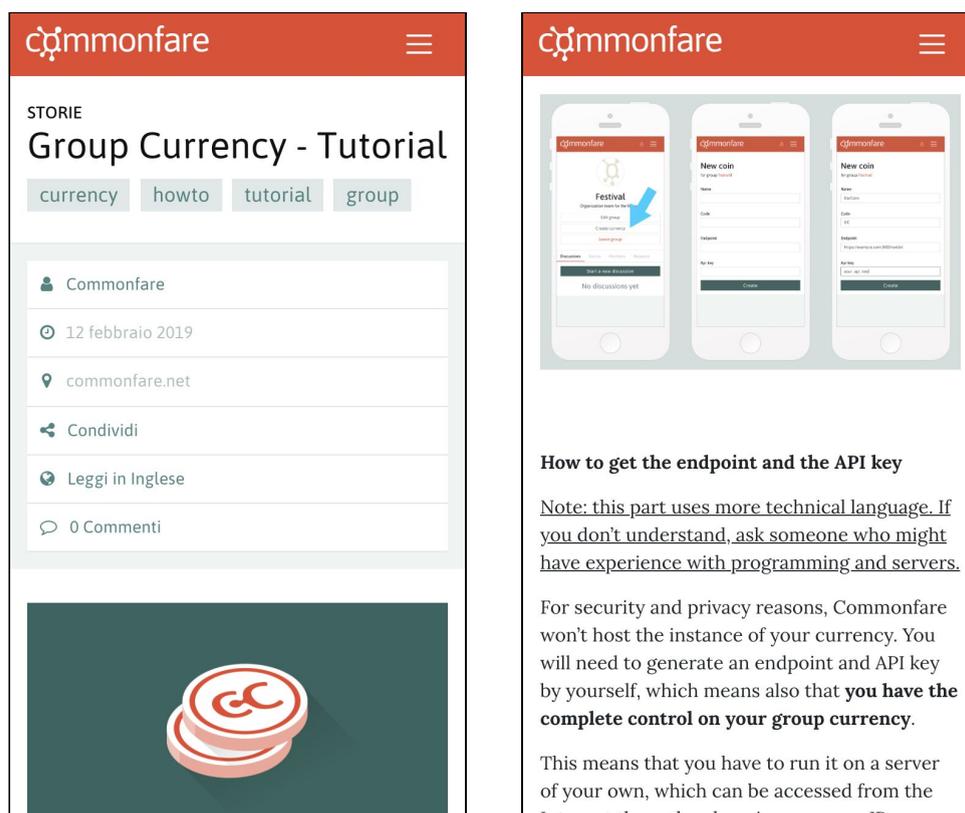

Figure 9. Screenshots of the Group Currency tutorial

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[6] Deliverable 4.2 Reputation Digital Currency and Network Dynamics Components
http://pieproject.eu/2018/01/08/d4-2-reputation-digital-currency-and-network-dynamics-components/

2.3.8 Commonshare

Status: Draft

This tutorial aims to help Commoners obtain a concrete understanding of what their Commonshare (a share of the common value being created through interactions on Commonfare.net by each Commoner[7]) means, by demonstrating the different visual representations that show how their Commonshare is directly linked to their activities on Commonfare.net. While the visualisations provide a summary value of Commoners' contributions at a glance, obtaining specific information on these contributions requires use of interactive elements, which this tutorial described in detail.

As this tutorial is currently in draft form, it has not yet been shared with the consortium for feedback. This tutorial also depends on further adjustments to Commonfare.net in order to visualise and interact with the Commonshare, which are currently being implemented. See Figure 10 for images from the draft that demonstrate the type of visualisation that will be shown to Commoners.
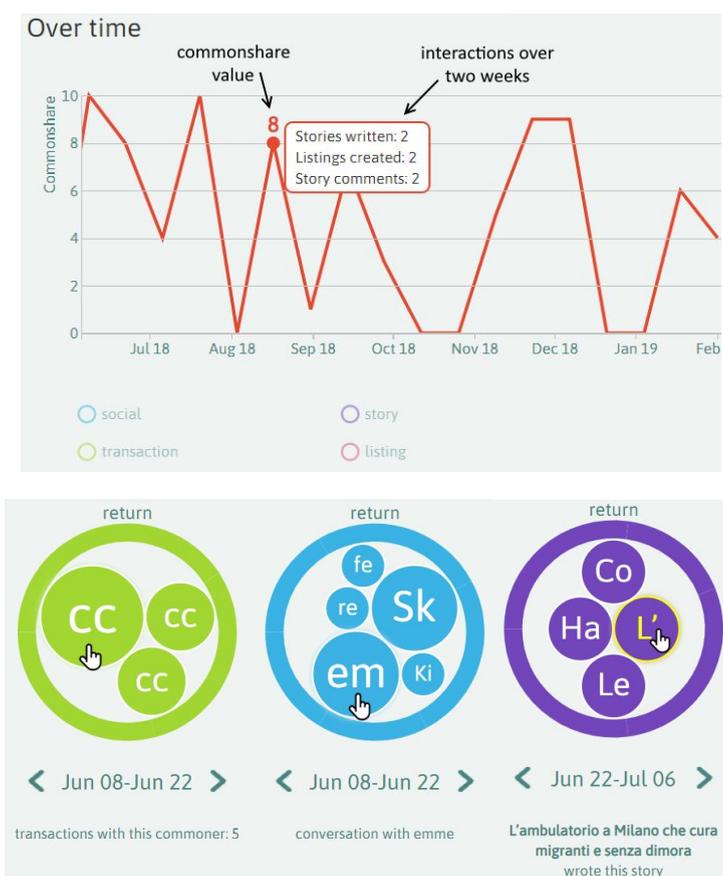

Figure 10. Images from the draft tutorial of the Commonshare visualisation, showing visualisation over time (above), and as a breakdown of different types of interaction (below)

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[7] Deliverable 3.2 Reputation Mechanics, Digital Currency Models and Network Dynamics and Algorithms http://pieproject.eu/2017/10/02/d3-2-reputation-mechanics-digital-currency-models-and-network-dynamics-and-algorithms/

2.4 SCENARIOS

2.4.1 How do I Call for Action

Status: Published

https://commonfare.net/en/stories/how-do-i-call-for-action

Figure 11. The banner image for the call to action scenario

The 'call to action' scenario sought to explain how a commoner could initiate a call for action, to inform other Commoners about a particular issue or situation, and motivate a response. The initial plan regarding this call for action was to concurrently write an example story that spoke about satire and whistleblowing. This plan was changed after the example story was deemed no longer appropriate, and instead the scenario now draws from examples of Commoners Voices on commonare.net, as well as pointing to external resources.

This scenario contains a number of suggestions for what should be included in a story that attempts to call others to action, including the authors motivation, some background about the issue and what sorts of action might be appropriate. These suggestions have been assembled into a template for a story - such that Commoners can, rather than begin with a blank story, start with a series of prompts to write their call to action. The technical system that supports these story templates are constructed in YAML[8] files, manually created by members of the Commonfare project. We have included an example of the structure of a YAML file below.

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[8] YAML is a recursive acronym that stands for 'YAML Ain't Markup Language'. https://yaml.org/

What is shown is initially a name, with a title and location placeholder, followed by a series of story components, that contain a series of placeholder questions to guide the author:

```
call_to_action:
  title_draft: What do you want to call attention to?
  place_draft: Where is it happening?
  template_json:
    - id: text-1
      type: text
      content: What is the context, help the reader understand the big picture?
    - id: text-2
      type: text
      content: Why now? What is your motivation? Who does it affect?
    - id: inspiring-image
      type: image
      caption: Can you show us what is happening?
    - id: text-3
      type: text
      content: What can be done to help the situation?
    - id: text-4
      type: text
       content: Is there anything we should be careful or considerate of when
contributing?
    - id: text-5
      type: text
      content: Any other information or links that might help.
```

Feedback from the consortium helped identify areas where the language was too general, and point to the need for examples that also demonstrate some level of interaction (such as where there had been responses). Following this, a number of changes were made to the written text, and this helped direct us to find useful examples outside of Commonfare.net.

2.4.2 Digital Complementary Currency - Advanced Features

Status: Published

https://commonfare.net/en/stories/digital-complementary-currency-advanced-features

Figure 12. The banner image for the group digital currency scenario

The purpose of this scenario is is to talk about why and how a Group on Commonfare.net might make use of the ability to have a digital complementary currency. Where the related tutorial points towards the more complex technical setup and configuration, this scenario gives examples of the ways in which a currency can be used (e.g. self-management of groups and their funds, or for a ticket/voucher reward system), but with a focus on encouraging experimentation.

The rationale for this functionality builds off the idea that Commonfare.net uses Commoncoin (the name of a currency instance based on the Social Wallet developed by DYNE) as a means to provide a non-fiat unconditional income for Commoners. The technology behind this is publicly available, so Commonfare.net supports connecting complementary currencies that are hosted elsewhere to be used between members of a group.

The scenario then gives examples of Macao, highlighted as a Good Practice on commonfare.net, who are an organisation that both uses a complementary currency for their managing their internal practices, but also the organisers of the Santarcangelo festival, where a group digital complementary currency on commonfare.net, Santacoin[9] was used. Finally the scenario presents a number of questions that Commoners should think about with regard to their motivation for setting up a group currency, followed by a link to the relevant tutorial.

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[9] Commonfare.net story about Santacoin and its use at the Santacarngelo festival can be found here https://commonfare.net/en/stories/santacoin-commonfare-powers-crypto-rituals-at-santarcangelo-festival

The initial version had been structured similar to the first Scenario, with a focus on answering the question of 'Why' and 'How', but feedback on the initial version highlighted the need to adjust to the current structure, which provide more detail. The possible uses were expanded with examples, and much of the language was adjusted to improve its consistency of how we talk about currency, it's use and purpose, to better align with Commonfare goals, and the type of feedback that pilot partners had received from research participants. Feedback on the initial version of this scenario was also limited as it was made available before the related functional tutorial, so consortium members were not able to clearly see the steps someone would have to go through in order to add a currency to a Commonfare group. Due to the scope of the changes to the first version, and with the initial release of the first accompanying tutorial, there was a second opportunity for feedback. This second round focused on minor adjustments to improve language.

2.4.3 Collective Action and Worker Rights

Status: Draft

This scenario follows a MITI researchers, in collaboration with other research colleagues, conducted a workshop parallel to the 2018 Participatory Design Conference, which sought to explore the role of technology in supporting collective action. This workshop received inputs from a number of union representatives across Europe who shared their experiences with technology and how it can be used to support collective action and worker rights.

The goal of this scenario, therefore, is to speak to the experiences of people who have used technology before to organise people, pointing to different examples of use, and then discuss the way in which the Groups and Storytelling functionality of Commonfare.net can support this.

2.4.4 Self Help Support Groups

Status: Draft

This scenario is being drafted with the support of an organisation that supports self-help groups in Italy, *AMA Trento*. They have a history of engaging with Commonfare.net, contributing multiple stories to the platform[10]. The goal of this scenario then, is to articulate what a self-help group is, how they can be effective for people experiencing a similar situation from which they need help, and common concerns or problems to avoid when creating or fostering such a group. This scenario has scope to go beyond the group functionality of Commonfare.net with the possibility of leveraging the Commoncoin and also Commonplace to facilitate transactions.

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[10] Commonfare.net profile of AMA Trento and their stories https://commonfare.net/en/commoners/7574

3. Conclusion and Future Plans

This report has detailed the activities associated with Task 2.3 Training and Providing Capabilities, both with regard to those more acutely targeted to local populations by pilot partner organisations – through a mix of train-the-trainer workshops and other training activities – and more general training about the use of Commonfare.net – through a mix of tutorials and scenarios. In addition to these activities, tutorials and scenarios that have taken place or been published, this report also makes mention of ongoing work in the form of tutorials and scenarios that are still at a draft stage. This, in addition to ongoing networking events, will also serve to a way to elicit feedback and improve Commonfare.net. This desire for ongoing activities that serve to train and encourage the use of Commonfare.net serves an agenda of platform sustainability as it increases the pool of people who are able to both effectively engage with the existing (and potential future) functionality of commonfare.net, as well as to ensure there are people who are able to encourage and train others.