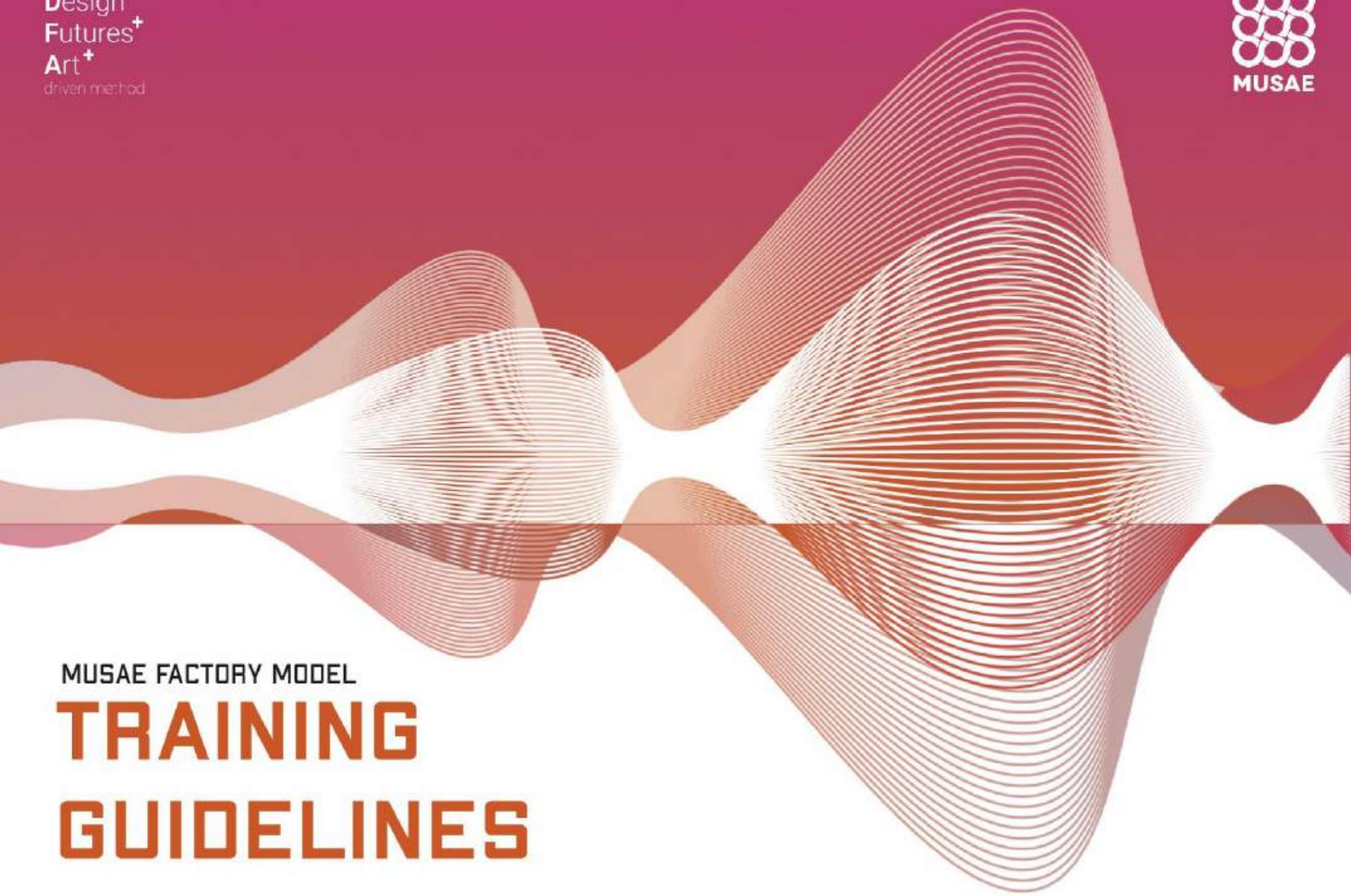
Design+
Futures+
Art+
driven method

MUSAE



MUSAE FACTORY MODEL

TRAINING GUIDELINES

The activities run in the MUSAE project were based on a specific c domain and a set of specific technologies. These guidelines are designed to be adapted to other domains and technologies rather than MUSAE to guarantee full flexibility.

Each potential call will identify a domain, and a set of technologies supposed to be suited to address the specific domain.

The selection of the domain, as well as of the technologies, is not part of these guidelines, and it is expected to be performed before starting the process.

Training actors, in terms of trainers, will depend on previous selection and their choice will be performed on a case-by-case basis.

INSTRUCTIONS ON HOW TO SET UP THE TRAINING PROCESS:

The training will be conducted during the residency and **is directed at both the participating artists and the companies** involved. It aims to provide essential knowledge and tools to ensure an effective and productive experience for all participants.

The training process needs to run through **four key phases**, each addressing a specific need encountered during the residency. These phases are not meant to be sequential but rather complementary, responding to different aspects of the collaborative process:

SETTING THE BASIS OF THE DFA METHOD

This phase guides artists and companies in understanding why and **how to use the Design Futures Art-Driven (DFA)** method, ensuring a common setting for creative exploration and innovation.

SETTING A COMMON GROUND AMONG DOMAIN EXPERTS, TECHNOLOGIES' EXPERTS, AND ARTISTS

Since the residency brings together professionals from diverse backgrounds, this phase focuses on **establishing mutual understanding, respect, and a shared language** to enhance collaboration.

SHARING SUITABLE TOOLS FOR COLLABORATION

To **improve teamwork and optimise the application of the DFA method** throughout the residency, this phase introduces tools that facilitate effective interdisciplinary cooperation.

SHARING TRANSVERSAL KNOWLEDGE ON THEMES RELATED TO FUTURE SUSTAINABILITY

Providing participants with broader knowledge **ensures a more aware and critical application of the DFA method**, leading to more meaningful and impactful results.

These four phases create a well-rounded training approach that equips participants with both practical and conceptual resources, enabling them to engage in the residency and maximise its outcomes fully.

SETTING THE BASIS OF THE DFA METHOD

The Design Futures Art-Driven (DFA) method developed in MUSAE is a structured approach that integrates design futures process and artistic research to explore future scenarios and build future-oriented prototypes. It enables interdisciplinary teams to co-create visions and concepts that anticipate and shape emerging societal, technological, and cultural challenges.

This phase focuses on **familiarising participants with the DFA methodology**, ensuring they understand its principles, objectives, and processes before engaging in collaborative work. The key components include:

- **Introduction to Future Thinking, design and Art Thinking:** explanation of how design methodologies, future studies and artistic practices contribute to envisioning and shaping possible futures.
- **Design Futures and Scenario Building:** training on using design futures methods to create future scenarios, emphasising their role in innovation.
- **Case Studies:** Presentation of MUSAE use cases projects utilising the DFA method to illustrate its impact and applications.
- **MUSAE Factory Model:** an overview of the process and tools to be used throughout the project.

This foundational phase equips participants with a shared understanding of the DFA method, preparing them for interdisciplinary collaboration in the following stages.

SETTING A COMMON GROUND

This phase focuses on **establishing a foundational understanding and mutual respect among individuals** from diverse professional backgrounds. By aligning domain experts, technology experts, and artists on a common goal, this phase ensures that each group appreciates the others' perspectives and expertise.

The collaboration is framed around shared objectives and methodologies that accommodate each participant's

distinct yet complementary skills. This alignment is crucial for fostering effective interdisciplinary cooperation.

Training will develop through:

- **Domain introduction:** experts introduce to the entire team the key concepts of the specific domain of development (e.g. food in the case of MUSAE project)
- **Technology introduction:** experts introduce to the entire team the potential of the selected technologies and their previous use in the specific domain or in close ones (in MUSAE the technologies were Artificial Intelligence, robotics and sensors)
- **Interdisciplinary Workshops:** Conduct workshops that bring all parties together to learn about each other's work cultures, terminologies, and methodologies.
- **Team Building Activities:** Engage in activities that are not necessarily work-related, such as group challenges or creative sessions, to build trust among the team members.

Suggested tools to improve cooperation may be:

> **Visual collaboration tools** that allow teams to create and share mind maps or flowcharts that visualise common goals and workflows (e.g. Miro, Figma, Airtable).

> **Immerse artists** in the world of science through different experiences (e.g. hands on experiences, meeting experts through speed-dating, judging poster sessions and networking).

SHARING SUITABLE TOOLS FOR COLLABORATION

This phase involves identifying and **providing the tools necessary for effective interdisciplinary collaboration**. This could include software for digital creation, platforms for virtual communication, and shared databases that house project materials accessible to all parties involved. The aim is to ensure that all collaborators have the resources they need to seamlessly **work together, share their work in progress, and provide feedback in real-time.**

This phase supports a smooth and productive collaboration process by equipping the team with robust tools.

The training will focus on:

- **Project planning and management:** key elements of project planning and management are introduced by looking at an Agile-like setup. An interactive workshop may help to set up a simple project plan.
- **Tool-specific Training Sessions:** Provide training on the potential tools to use, like ad hoc platforms for technologists, design software for artists, and project management tools for all team members.
- **Collaborative Prototyping:** Encourage the team to work together on small-scale projects or prototypes, proposing tools for project monitoring (e.g. checklists).

Suggested tools are:

> **Project management tools** to organise tasks, milestones, and deadlines, ensuring all team members are on the same page (e.g. Jira, Trello).

> **Communication platforms** to facilitate quick exchanges of ideas and updates between team members from different domains (e.g. Slack, Teams).

> **Platforms for version control and collaborative writing**, useful for technologists and content experts working on software or digital content (e.g. Office).

> **Video conferencing tools** that facilitate virtual meetings, workshops, and real-time collaboration across different geographical locations.

SHARING TRANSVERSAL KNOWLEDGE

In this phase, the focus shifts to **equipping all participants with a broad understanding of issues related to sustainability that impact their project and beyond**. Workshops, seminars, and interactive sessions are conducted to disseminate knowledge on environmental, economic, and social sustainability. This transversal

learning approach enriches the participants' perspectives and empowers them to incorporate sustainability considerations into their collaborative projects, ensuring that the outputs are beneficial in the long-term and across various domains.

Key themes to address are:

Ethics: Project development and execution has to adhere to fundamental moral principles that ensure fairness, respect, and integrity. It's crucial for all team members to commit to ethical standards that prevent conflicts of interest, ensure privacy and data protection, promote inclusivity, and guarantee that all outputs are socially responsible. Regular ethical training and clear guidelines help maintain a culture that prioritizes ethical considerations in decision-making processes.

Data management: Effective data management is essential for ensuring the accuracy, privacy, and security of data collected and used throughout the project. This involves establishing robust systems for data collection, storage, processing, and sharing that comply with legal standards and ethical norms. Proper data management practices help in maintaining the integrity of the data and facilitate easy access and retrieval, which is critical for analysis, reporting, and decision-making.

Users' interaction: Ensuring a positive user experience is key, requiring continuous feedback loops, user-centered design principles, and accessibility considerations. Training on best practices in user interface design and user experience optimisation can significantly enhance the effectiveness and reception of the project's deliverables.

Sustainability: there is a need to incorporate environmental, social, and economic considerations into the planning, execution, and final outcomes of a project. This involves adopting practices that minimise environmental impact, promote social good, and ensure economic viability. Training should focus on sustainable resource use, long-term strategic planning, and the integration of sustainability goals into the project's objectives.

Intellectual Property Management: It is critical to clearly define the ownership rights, licensing agreements, and protection mechanisms for intellectual property developed during the project. Effective IP management not only protects the creators' legal rights but also ensures that intellectual assets are used ethically and profitably.

EXPLORE THE FULL MUSAE FACTORY MODEL PACK

- > **DESIGN FUTURE ART-DRIVEN METHOD (DFA)**
- > **RESIDENCY FORMAT**
- > **OPEN CALL FORMAT**
- > **MENTORING GUIDELINES**
- > **TRAINING GUIDELINES**
- > **DFA PROJECTS AND USE CASES**
- > **INTEGRATED STAKEHOLDER NETWORK**

DOWNLOAD ALL MATERIALS FROM THE MUSAE WEBSITE
https://musae.starts.eu/factory-model-pack/

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