

Digital Inclusion in Arts and Culture – worksheet to help you



Easy read booklet

Who we are and what we do



We are **Arts Council England**.



We think making art and culture in a **digital** way can include more people. Digital means online.



We want to make art and culture online as easy to access as we can.



This means more people can enjoy it.

About this booklet



This is our worksheet. We made it to give support to arts and culture organisations who want to be more **inclusive** online. **Inclusive** or **inclusion** means including everyone.



You can use this worksheet to help you make changes.



You don't have to do everything in this worksheet. But there are some questions that might help.



You can think about

- what you are good at now.
- how to make your digital work more inclusive.

What you need to think about



You need to think about how to make your digital work more inclusive.



It is good to have online activities that work for everyone.



So it shouldn't matter what someone knows about computers or technology. They should still be able to access art and culture.

Questions



1. What do you think about it?

There are some questions on the next pages to help you.

Questions to think about



Are your activities advertised in online places and offline places? This means more people can see it.



Can someone who doesn't use the internet get help?



Loading...

Is the activity OK even if someone has a slow internet?



Can you give money to help someone who can't afford to go online?



Do you need to make changes so that everyone can access your activity including people with disabilities or people who can't read English easily?

More questions to think about



Do people need to have digital training to take part in activities?



Do people need support to help them keep taking part?



Does the activity use things that people have at home?



Are there any worries about safety?



Have you asked people in the local community if anything stops them taking part?

How you can change your organisation



It is important that arts and culture organisations make their digital activities for everyone.



You might need to change the way you do things to make this happen.



For example, you might need to make new ways to share digital work with more people.

Questions



1. What do you think about it?

There are some questions on the next page to help you.

Questions to think about



Is digital inclusion part of your organisation's big work plan?



How can you mix together in-person and digital activities so that everyone can take part?



Have you looked at the Arts Council Tool called the **Digital Culture Compass**?



Do you need to train staff to know more about digital work and have digital skills?

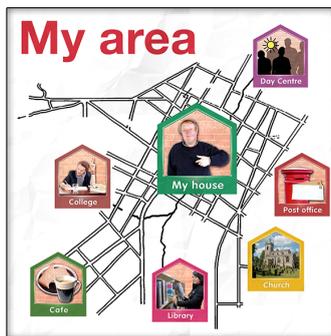


Have you looked at how to get money to help you make better digital activities for people?

Working with other groups



Working with other groups can help you offer more digital activities that everyone can take part in. Here are some questions to help you.



Do you know where local online centres are?



Is there digital support at the local library?



Can you work with other art and culture groups to share the things you have?

More questions to think about



Are there charities or other groups that can



- help you understand the needs of people in your community?



- give training to your staff?

- promote what you do offline – for example on a poster or advert?

- help with internet or devices for people that don't have them?

- help people get online?



- help people join in with your activities?



Can you ask housing groups, health and care services or other community groups to help?

Promoting digital inclusion



As well as making your own online activities, you might want to see how you can help others. We call this **promoting digital inclusion**.



Promoting digital inclusion means

- more people can have access to arts and culture online.
- people have more confidence to do other things online.
- lasting changes as more people learn that digital inclusion is important.



Questions



1. What do you think about it?

There are some questions on the next page to help you.

Questions to think about



Can you apply for money together with another group?



Can you tell people about other groups in their area if they need extra help?



Can you share tablets, laptops and other devices with people who don't have them?



Can you make a space that people can use to take part in digital activities?



Can your staff give up time to share their digital skills with people?

Find out more



You can find out more at
The Good Things Foundation
by sending an email to this address

research@goodthingsfoundation.org



Thank you to A2i for the words
www.a2i.co.uk (reference 34044)

The full version of this document is called
“Promoting Digital Inclusion with the Arts
and Cultural Sector and Beyond”