

#### **EUniWell Research Incubator**

# Open Initiative online platform: User instructions

The EUniWell Research Incubator is our new initiative to promote collaboration in well-being research. Researchers from EUniWell member universities are invited to submit an idea to the Incubator for an online collaborative workshop.

If you would like to promote your idea for a workshop using our online platform, or see what ideas have been put forward so far, please follow the instructions below.

## 1. Viewing existing ideas

You can view ideas which have already been put forward, and if you are interested in getting involved, you can get in touch with the workshop coordinator directly.

Please click on the following link and look for initiatives which are labelled "Wellbeing Incubator", as in the example below.

#### https://open.univ-

nantes.fr/initiatives?collectifs=ckuqr35nx1krm0704xqwncm3b&collectifs=cl78tsjqi427g0704ej4j4xqs



### 2. Submitting an idea for a workshop

Click on the following link to find the online form: <a href="https://open.univ-nantes.fr/initiative/nouvelle">https://open.univ-nantes.fr/initiative/nouvelle</a>. The form is in French so we have provided a translation of each field and guidance on what information you should enter below. There is also an <a href="example entry">example entry</a> in the portal for you to view.

Please complete the online form in English.



#### **Left-hand menu**

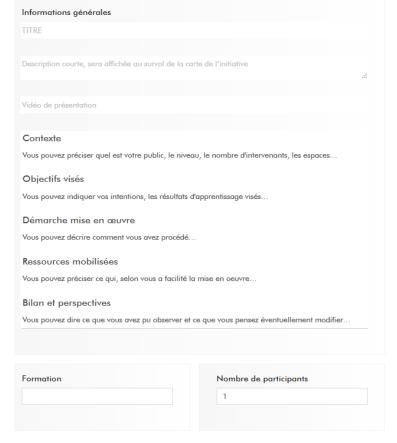
Catégories		
Structures		
Collectifs		

Catégories: please select "international".

**Structures:** please select your university (at the bottom of the drop-down menu).

**Collectifs:** please select "Wellbeing INCUBATOR".

### Central menu / Informations générales



**Titre:** Please give a title for your workshop idea.

**Description courte:** Please provide a short description of your workshop proposal.

Video: optional.

**Optional additional information.** The headings are suggestions to help you. For example you might want to include some background context, aims and objectives for your workshop. See the example workshop idea entry for more information.

**Formation**: you do not need to put anything here.

**Nombre de participants**: please note here your intended / estimated number of participants.

Ressources

**Ressources:** Optional - you may add a video, project summary etc.





**Structure**: select your university from the drop-down list.



#### Porteurs de l'initiative:

- Please provide the name and contact details of the workshop idea coordinator
- Optional (recommended) provide details of project partners you have already identified.

You can save, preview and publish your entry by clicking on the buttons shown below. <u>Once you have chosen publish, the project fiche can no longer be modified.</u> It is validated by the website moderator and will then go live. (This usually takes around 24 hours).



#### **About the OPEN INITIATIVE portal**

This website has been created by the Centre for Pedagogical Development of Nantes Université (NU). It aims to create communities of practice and exchange in the field of pedagogical innovation