

CIRCLES_{UBI}.ID

LOCAL CHAMPION ORIENTATION

Welcome



Thank you for your interest in becoming a Circles Local Champion!

Circles Local Champions help ensure:

- Research for the Circles technology innovation is effectively implemented, and
- Local participants are supported as they test the Circles app.

Those of you who demonstrate good comprehension of the contents of this workshop will be onboarded as Circles Local Champions. *Please note your attendance at this workshop is not a guaranteed you will be recruited. Only those that pass the comprehension tests will be recruited.*



Rundown



What we will be doing together



Registration



Opening
Address



About
Circles



Q&A



Project
Overview &
Roles



Try the
Circles app



Q&A



Post Test
Part 1



Sign in &
Recap Day 1



Circles
Website,
FAQ &
Google
Forms



Research
participant
recruitment



Q&A



Your Role at
Onboarding
workshop



Monitoring
& Support

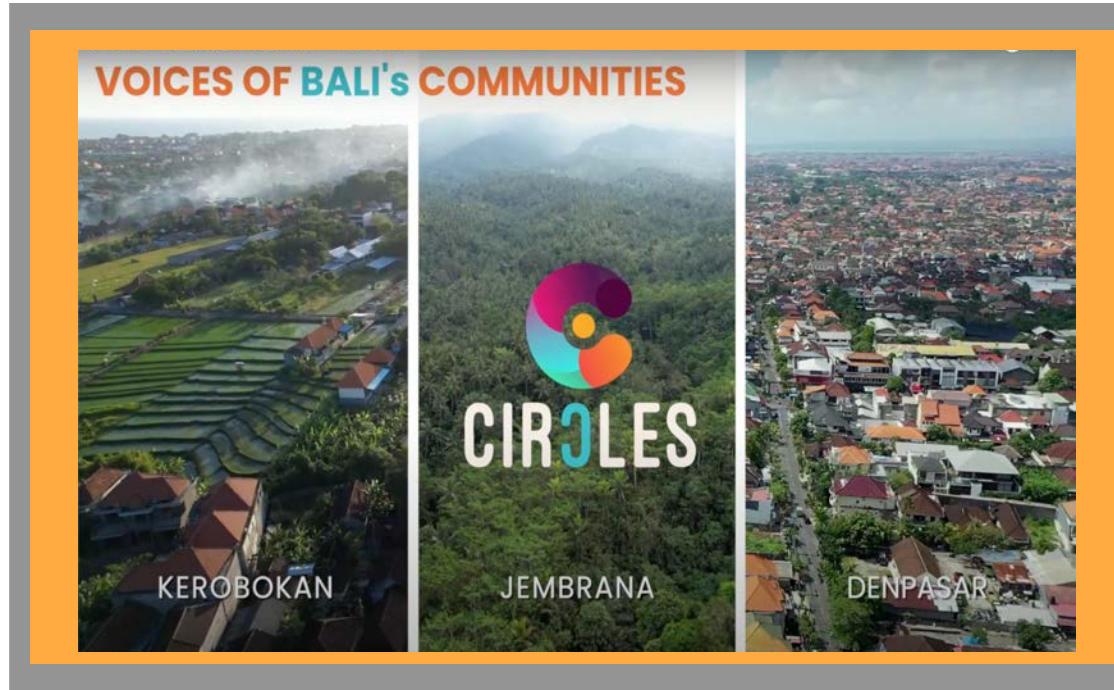


Q&A



Post Test
Part 2

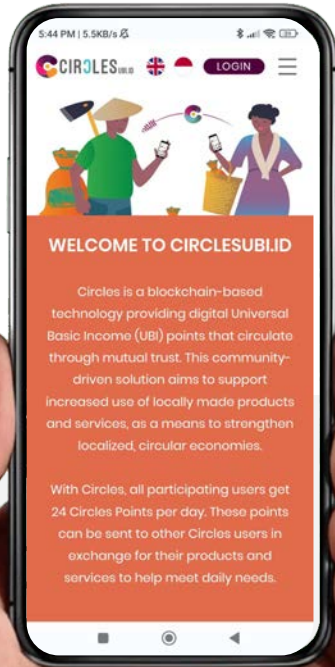
What People in Bali say about Circles



Interviews &
comments
from the
2021
research



What is CirclesUBI.id?



WELCOME TO CIRCLESUBI.ID

Circles is a blockchain-based technology providing digital Universal Basic Income (UBI) points that circulate through mutual trust. This community-driven solution aims to support increased use of locally made products and services, as a means to strengthen localized, circular economies.

With Circles, all participating users get 24 Circles Points per day. These points can be sent to other Circles users in exchange for their products and services to help meet daily needs.

What is Circles Indonesia?



Circles is

a **free** mobile application.

Each Circles User receives 24 Circles Points per day.

These Circles Points can be transferred to other Circles Users for their products and services.



The Circles Vision



A short
animation
that shows
how Circles
works



Circles Research Global Goals



Introduction to what the intention of this research project is



Over the next 5 months:

1,500 people on Bali will try using the Circles app

They will be distributed across:

- Jembrana
- Tabanan
- Denpasar

They will be invited to provide feedback on what is useful / not useful to when using this Circles app

The outcomes will help guide further development of the Circles program

Introduction to Circles Research Project & Your involvement



This research project aims to test how the Circles can best support people in Bali, and learn from them how to make the Circles application as useful as possible for local communities.

Join the team!

If you pass the recruitment tests, you will sign your work contract

Study the Circles website, FAQ & flipbook, so you can properly support & represent the program

Join the Coordination WAG with your OT

Join more orientations with your OT

Research Participants Simulation Event

Support the team setting up the simulation event

Assist participants with any questions during the event

UNASSISTED TESTING

Participants will continue to use the Circles app without assistance

The project will analyse the outcomes and plan for the next stage of roll out

Vendor Recruitment

Find vendors in your area that are interested in joining this research project

Sign them up to the Circles app & answer any initial questions they may have

Participant support & interviews

Support any participants having trouble using the app

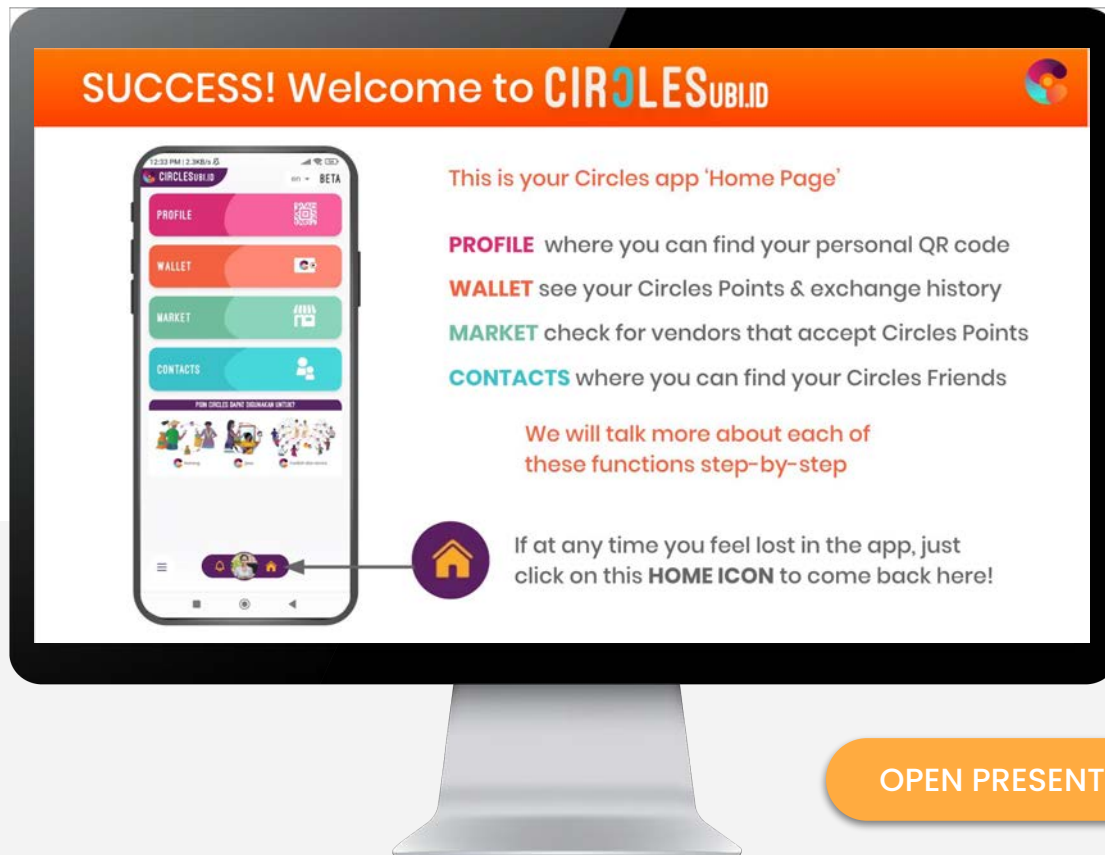
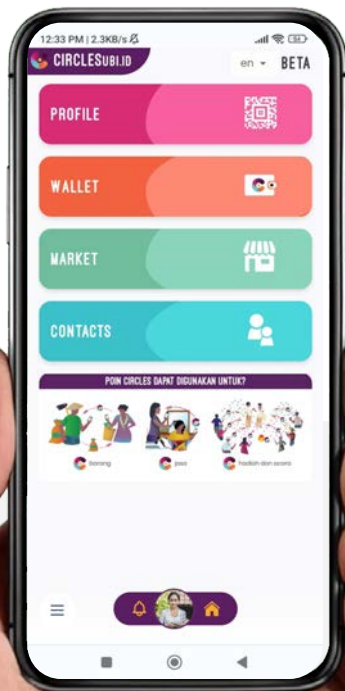
Regularly visit and interview participants you recruited

Socialise & provide support for the Circles Competition

Participate in regular gatherings with your OT

Answer any questions your research participants have in person, on the WAG + link to relevant FAQ

Let's Learn How to Use the Circles app!



OPEN PRESENTATION

About the CIRCLES_{UBI.ID} website



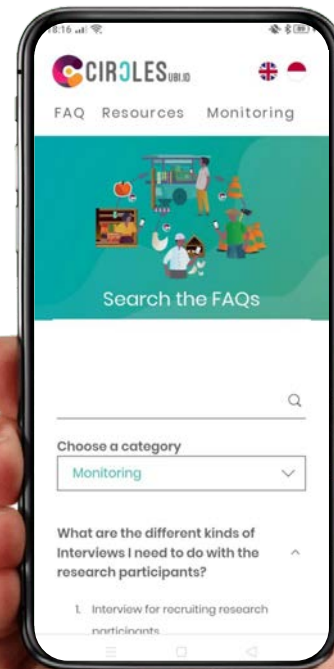
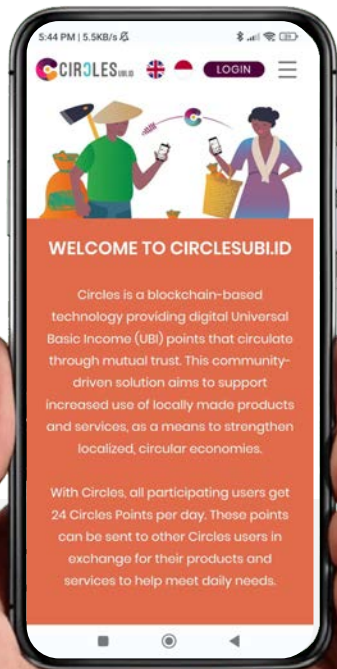
Let's see how the Circles Indonesia website works...

There are 2 sections on the website

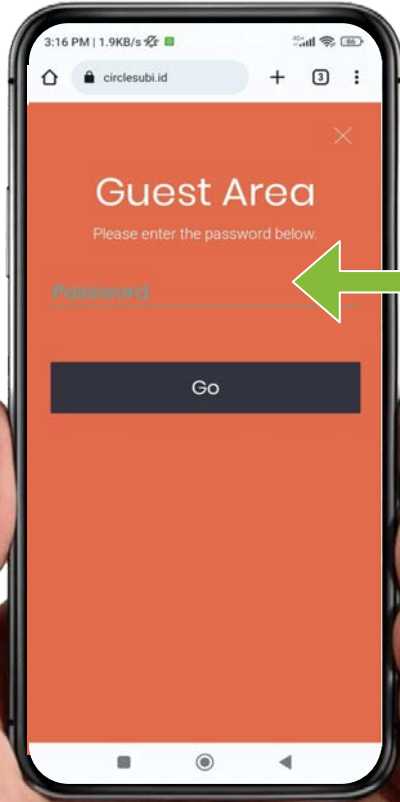
One can be accessed by anyone. This site offers general information about the Circles project & the research activities.

The other section is specially for you and research participants to use. To access it you need to login using this password:

circles2023



How to Access the Password Protected Site



Enter the password
circles2023

AFTER THIS YOU WILL BE ABLE TO FIND:



Detailed FAQs
(Frequently Asked
Questions & their
answers)



Downloadable
resources for
reference &
socialization



All of the Google
Forms that you will
use for outreach
interviews

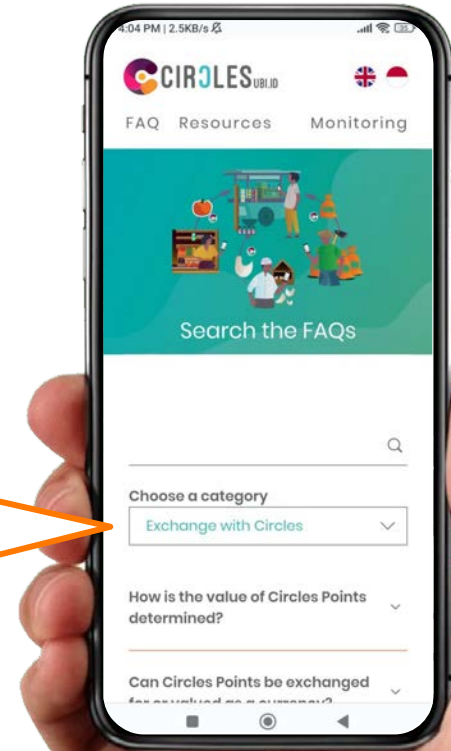
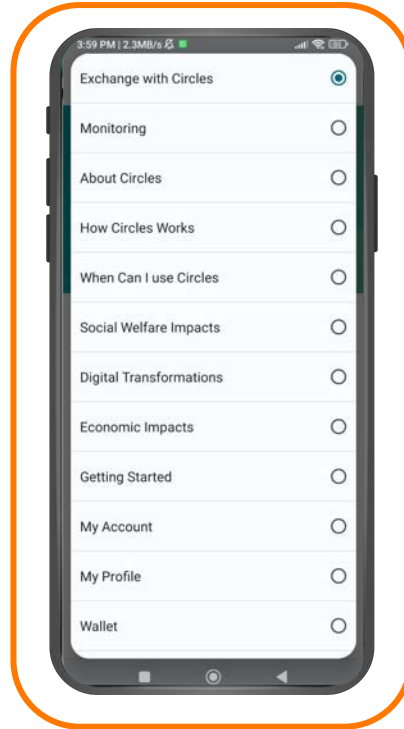
About the Website FAQs



At the Circles FAQ you should be able to find answers to common questions like:



Scroll down to see the complete list of categories



About the website DOWNLOADS



In this section of the website you can download many useful resources for outreach, like:



The Circles Competition WA banner to share



An Infographic on Circles benefits



An Infographic on how Circles uses Blockchain



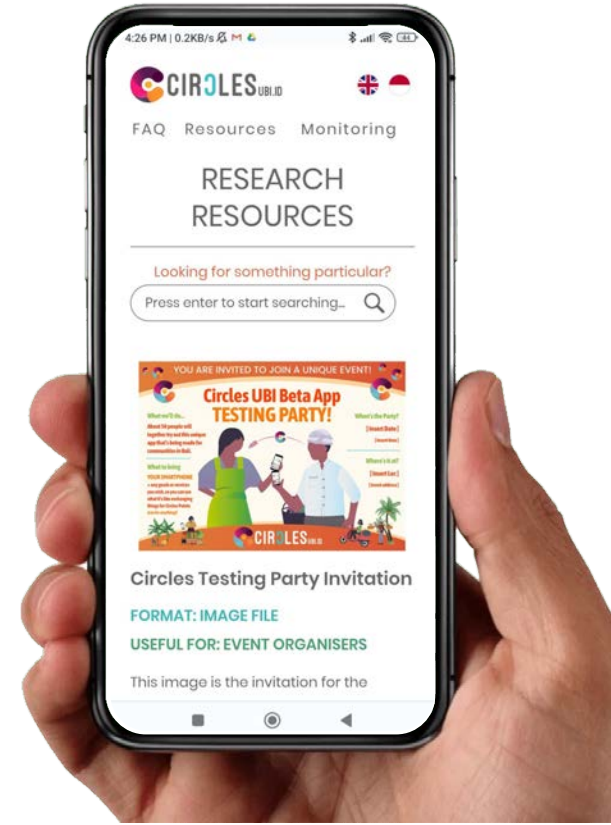
The Circles Outreach Team Flip Book File



The report on Circles Research in 2021



The technical guide on how to use Circles



Forms you will be using



If you have questions on how to use these forms see the [Circles FAQ](#) or reach out to your OT!

To capture data from participants you will use **Google Forms**.

The forms will only work if you have an active internet connection.

As all Circles users need to have internet access to use Circles this should mean you can access the internet when you are interviewing them.

A smartphone mockup showing the 'Regular Feedback for Circles' form. The screen displays the title 'INPUTS ON CIRCLES' at the top, followed by a header image with people and a '24h' badge. The main title is 'Regular Feedback for Circles'. Below it, the text reads: 'This form is for the Circles research pilot project to understand how people use Circles, any issues in using the application and to gather recommendations on how to make Circles more beneficial for everyone.' At the bottom, it states: 'As a Circles research Field Officer, you are responsible to enter the participants' answers precisely as per described by each research participant.'

Regular Feedback About Using Circles

To understand user issues & suggestions on how to make Circles as useful as possible.

A smartphone mockup showing the 'Circles Troubleshooting' form. The screen displays the title 'CIRCLES USE TROUBLESHOOTING' at the top, followed by a header image with people and a smartphone. The main title is 'Circles Troubleshooting'. Below it, the text reads: 'This form helps the Circles research pilot project to understand why research participants are unable to use the Circles application actively and how the research Field Officer is able to troubleshoot the problems encountered by the research participants.' At the bottom, it states: 'As a Circles research Field Officer, you are responsible to enter the'

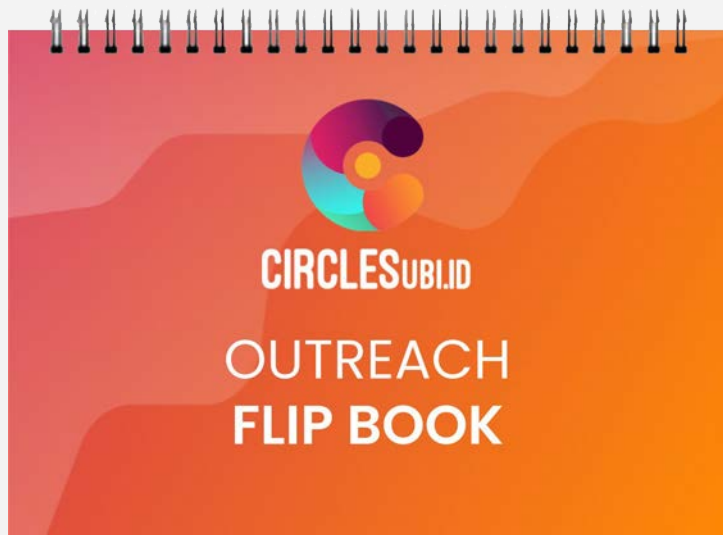
Troubleshooting Form

To understand why people may not actively use Circles & how you troubleshoot issues

The Circles “Flip Book”



This is your main resource with recruitment information resources & SOPs



HAND OUT DOCUMENT

1. Circles Research Activities (& informed consent)
2. Circles Competition Infographic
3. Dunia Circles Story
4. Circles Benefits Infographic
5. Tips for using the Circles FAQ & download page
6. How Vendors can use their QR + Price List Sheet
7. Your key deliverables as a Circles Local Champion
8. The Code of Conduct for Circles Team Members
9. Terminology to not use when talking about Circles

The Steps of Research Participant Recruitment



These are the steps that should be undertaken for all participants that are recruited



STEP 1

Consider Who to Recruit: a mix of vendor types



STEP 2

Outreach to the right mix of Vendors Types



STEP 3

Note participant contact details to establish to group's WAG



STEP 4

Add the Recruited Participants to their group's WAG



STEP 5

Make sure recruited Participants attend their simulation event

Step 1: Consider Who to Recruit



The criteria for every research participant recruit is that they must:

1. Be a vendor (i.e. have something they are willing to try exchanging for Circles Points)
2. Be willing to try accepting Circles Points in exchange for some of their goods and services
3. Have a smartphone with active internet connection
4. Be able to use apps such as Circles
5. Have active email account (if they don't, help them in make one & make sure they store their login info)
6. Have Google Chrome installed on their phones (if they don't, help them install it)
7. Have a Facebook account (if they don't, help them in make one & store their login info)
8. Be willing to join all the research activities for the duration of the research period
9. Understand the Circles competition guideline



Step 2: Outreach to a Mix of Vendor Types



Here are the types of vendors to prioritise. Please make ensure you onboard a mix of goods / services vendors in each of the following categories:

1. Grocery Stores
2. Food & Beverages
3. Garden / Farming
4. Seafood
5. Tools / Equipments
6. Ceremonial
7. Utility
8. Health / Healing
9. Transport / Pick Up
10. Repair / Construction
11. Salon & Barber
12. Tailor / Laundry
13. Education / Lessons
14. Other daily needs

You may want to approach some of the following groups:

- SME groups
- Market organisers
- Women's groups
- Cooperatives
- Garden/farming groups
- Social or environmental action groups
- Cultural groups
- Hobby groups



Step 3: Onboard Research Participants



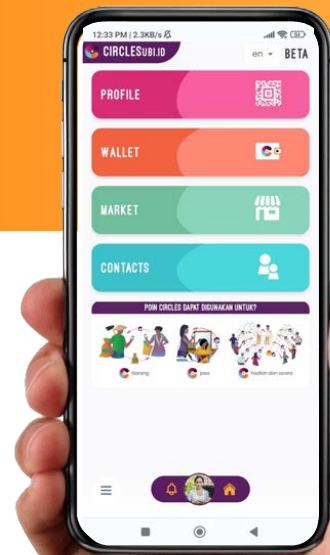
After a participant agrees to join the research...



Use the Circles Participant Recruitment Form to document the research participant's contact details for the group's WAG.

**HELP THE PARTICIPANTS
SIGN UP FOR THE APP, SET
UP THEIR PROFILES & USE
THE APP FUNCTIONS.**

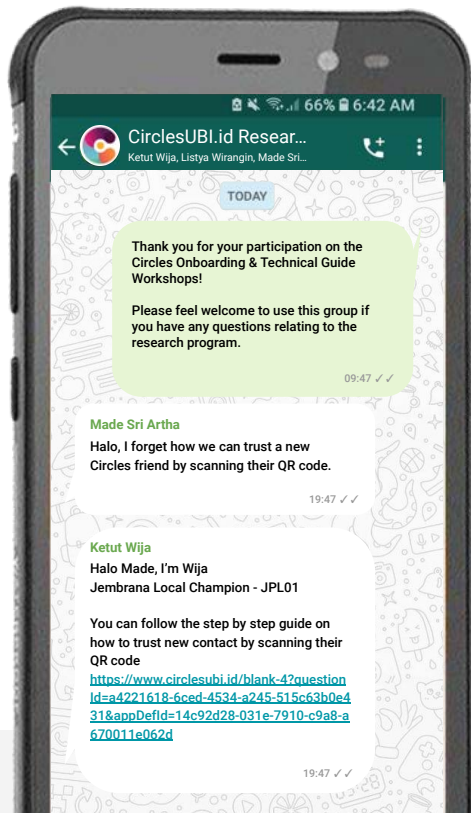
Help the participants with any questions they may have so they are empowered to explore the app.



Step 4: Add Participants to their WAGs



WAGs should be created for Circles village or community hubs



- Local Champions add Research Participants into the WAG
- The purpose of these WAGs:
 - **Local Champions can use the WAGs to** keep participants informed on date & time for their simulation event & remind research participants to post stories on the Circles Stories facebook group
 - **Participants use the WAG to** ask any questions they have about Circles
- Local Champions regularly check WAGs they are in and answer any questions asked by research participants. Use links to the Circles FAQ to answers questions whenever possible.

The Circles User Onboarding Workshops



Local Champions will support OT at participants onboarding workshops



Local Champions have several responsibilities for these workshops:

- Find a location for the workshop with a good internet connection and reliable electricity supply
- Support outreach team with logistics (workshop equipment, supplies, refreshments)
- Setting up audio visual tools for videos & presentations
- Help research participants during the simulations

Monitoring & Support

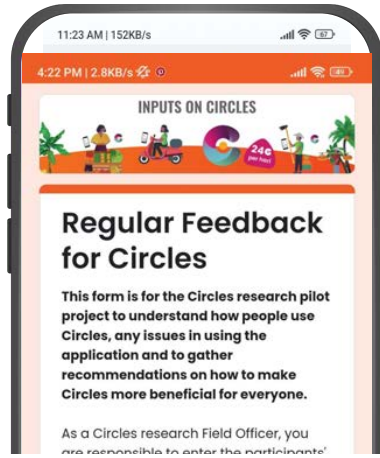


Local Champions are responsible to ensure that participants they recruit:

- Are using the Circles app to exchange Circles Points for goods & services as much as possible
- Have troubleshooting support for any problems they encounter when they are using the Circles app
- Share comprehensive feedback and suggestions on how to make the app as useful as possible for them
- Help the Circles project team understand how Circles can be most useful for local communities

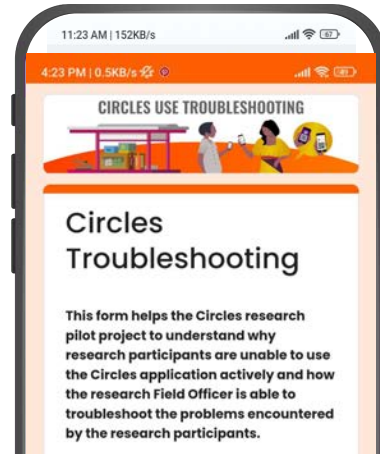


Monitoring Tools Used by Local Champions



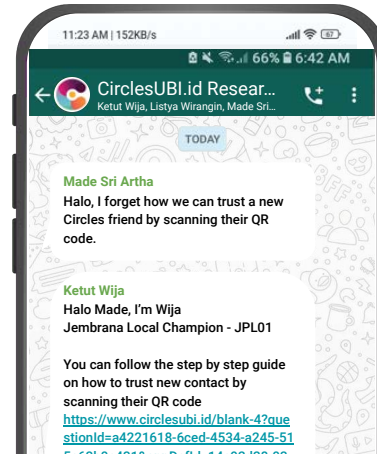
Regular Interviews with Circles users

Conduct interviews with every Research Participants in your groups at least 1x/month



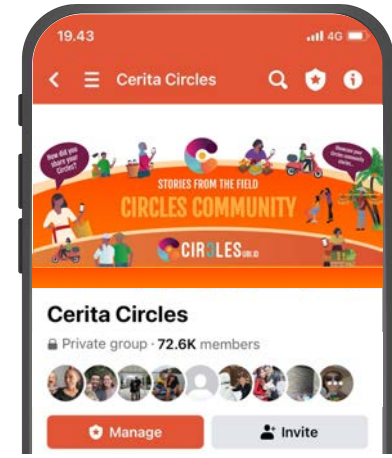
Interviews + hands-on troubleshooting support

Conduct interviews with Inactive Participants in your groups & give them troubleshooting support



Support group WAG communications

Regularly monitor & help answer any questions that are posted on WAGs for participant groups



Promote participation in the Circles Competition

Ensure that participants are activity posting stories about using Circles on the Circles Stories FaceBook Page

Comprehension Test



To ensure that everyone involved in Circles Research is ready to support the objectives, please complete this form considering what you learned today.

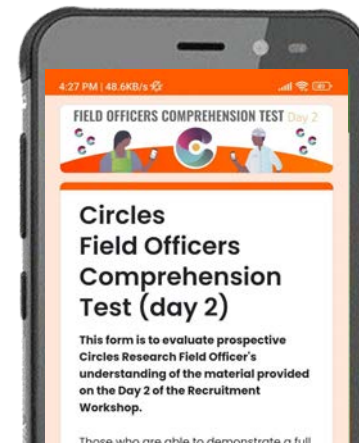
Matur Suksema



<https://tinyurl.com/CirclesForm-day1>



<https://tinyurl.com/CirclesForm-day2>



CIRCLES [SUBI.ID](https://circlesubi.id)

Your outreach teams will be in touch soon
about the screening results and next steps!



Thank you so much for your participation

**EXTRA SLIDES FOR
LOCAL FACILITATORS
TO USE AS NEEDED**

Please share your questions about...



Local Champion roles in supporting onboarding workshops

How Circles research participant Monitoring & Support works

The tools that will be used for Circles Research Monitoring & Support



Please share your questions about...



Using the Circles app

Any final questions you have before
we do the Post Test for today



Please share your questions about...



Circles Local Champions Recruitment

Bali Community Feedback on Circles

What the Circles Project is

What the Circles Vision is



Please share your questions about...



Research Participant recruitment targets

The Outreach Flipbook

Who should be recruited for the project

How to document recruits

How to use the research group WAGs



Please share your questions about...



The Circles website

Accessing the password protected area of the website

Using the website FAQs

Using the website downloads page

Using the project Google Forms



Let's Try Using the CirclesUBI.id Website...



What are some questions we have about Circles...

Try sharing the answers from the FAQ to the group

Now try downloading the What is CirclesUBI.id Presentation



Welcome to Part Two!



Let us refresh our memory on what we learned so far.

Any volunteers willing to give a brief summary of the things that we learned yesterday?



Woohoo... Coffee Break Time!



Yeah... Lunch Break Time!

