


Taking recovery conversation cafés online



Use the same format as face to face recovery conversation cafés – it works!

Don't wing it alone – have a co-facilitator



Assign roles for the session - one person as the facilitator, another in charge of the technical side



Be confident in your chosen online meeting tool



Take security seriously. Invite registrations and then confirm places with a link and password



If there is a waiting room function, use it!

Don't start on time! Give people a chance to get through the joining process. It can take some people a while to connect if they are new to the tool. Informally chat with those joining

Advise people they can join by video or just audio



If people join by phone their number will be visible. As host you can edit this so the number remains private - GDPR!

Make use of mute buttons and handraising to encourage turn taking



Make use of the chat box. Be transparent about privacy options. The host can also download this at the end of the session to record key points

Hosts can share their screen to show documents, PowerPoint, film and interactive tools e.g. Google Jamboard

Use breakout rooms for group discussions



Opportunity to take a group photograph for reports



Close with a focus on asking people to do something for their own wellbeing



Link to recovery conversation café guide

Provide a welcome pack for participants with useful tips to getting online

