Working Creatively Online:   
Radio, Theatre & Workshops

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**Creating Audio Drama Online:**

* There have been positives of moving work online. People who perhaps could not travel to a meeting or a studio are available to work from home.
* **Zoom** is a good platform for visual but **Zencastr** has been the best for audio. Cleanfeed is also good but does not sync up as well as Zencastr.
* It is important to **plan ahead** even further in order to book equipment for performers and **book sessions to support them through the set up** before recording.

**Creating Theatre Online:**

* You do not get the same immediate reaction with people as there is a screen in the way.
* The positive is that you can work with people nationally and internationally more easily in a Zoom room.
* Think of the **possibilities of the frame** instead of the three-dimensional space. The two-dimensional space still has depth and space either side, you can bring things into the frame, pass things from one frame to another.
* Ensure you are still **connecting, listening, and tuning in** to the artists, audiences and participants.
* Zoom can switch between speakers, or use gallery view in order to **engage with speakers in a different way**. You can also engage using chat, live captioning, BSL interpreters and is quite an accessible form.
* Consider the possibilities of digital work and how it can be used to **expand your audience** reach and how you can **integrate captioning, BSL** and **relaxed performances**.
* Consider what you might be able to send out to your audiences before the digital performance to **blend the virtual and live** world.
* It is important to think about **access** to online activity and that people have the equipment and space to be creative and artistic online, don’t assume they have technology already.

**Running Workshops Online:**

* Make sure you have the right **lighting**.
* Make sure you have **scheduled your breaks** throughout the workshop with time away from the screen.
* Preferred online platform is Zoom, it is easy to **share music and screen** which enhance the workshop. You can also easily private message the other members of the workshop team to **communicate** during the workshop.

**Top Tips:**

* Correct **equipment**!
* Make sure everyone has the kit they need **before** they start working and everyone is confident with the equipment. If they are not confident, then **provide support**.
* **Be honest** about the technology. Be honest about the mistakes.
* Reassure your team they have **freedom** to move about, they have freedom to turn off their camera at any point, freedom to move away from the camera, they don’t have to be 100% fully engaged with the camera and each other for a full working day.
* Make sure everyone feels **comfortable and safe** and has the breaks that they need.
* Plan and **budget** for Sign Language Interpreters, Captioning and Audio Description for making work and sharing with audiences.
* Plan ahead, be honest and **don’t make assumptions**; just because someone is working from home does not mean that they are available for you day and night. Make sure there are **boundaries around the working time**.
* Keep playfulness and experimentation and inclusion and art and creativity at the heart of what you are doing.

**Additional Resources:**

Zoom Help Desk  
<https://support.zoom.us/hc/en-us>

Vocal Eyes Resources   
<https://vocaleyes.co.uk/services/resources>

Graeae Resources   
[https://graeae.org/about/resources](https://graeae.org/about/resources/)