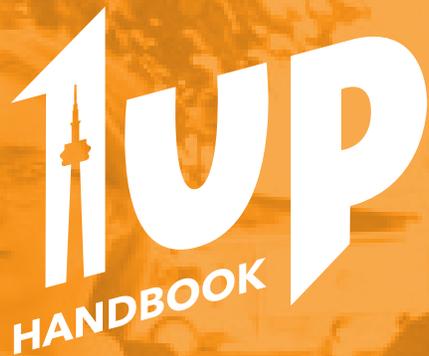


1UP

HANDBOOK

Student guide
to improving
neighbourhood
public spaces



CONTENTS

WELCOME	07
THE MISSION	09
SCHEDULE	10
STARTER KIT	13
GOALS	15
1UP CONNECT WEBINARS	17
1UP DESIGN BUILD	19
PITCHES	
1UP TORONTO	21
CONFERENCE	
DESIGN THINKING	22
SET-UP	26
STEPS	28
SUPPORT NETWORK	30
COMMUNICATION	32

A vibrant city street scene featuring a white truck with a 'CANADA PRODUCE' logo on its side. The truck is parked on the left, and a group of diverse pedestrians is crossing the street in the foreground. In the background, there are multi-story brick buildings, traffic lights, and street signs. The overall atmosphere is one of a bustling, urban environment.

CREATE CITIES FOR ALL





WELCOME

1UPToronto is a youth city-building initiative powered by 8 80 Cities and Urban Minds.

Our mission is to create cities for all. Not just for adults, but for young people too. How?

We empower more young changemakers in our cities, just like yourself!

That's why we built this Starter Kit. This kit will help you use the design thinking process to design, build and pitch creative solutions to a problem you see in a public space in your neighbourhood.

Let's get started.



THE MISSION

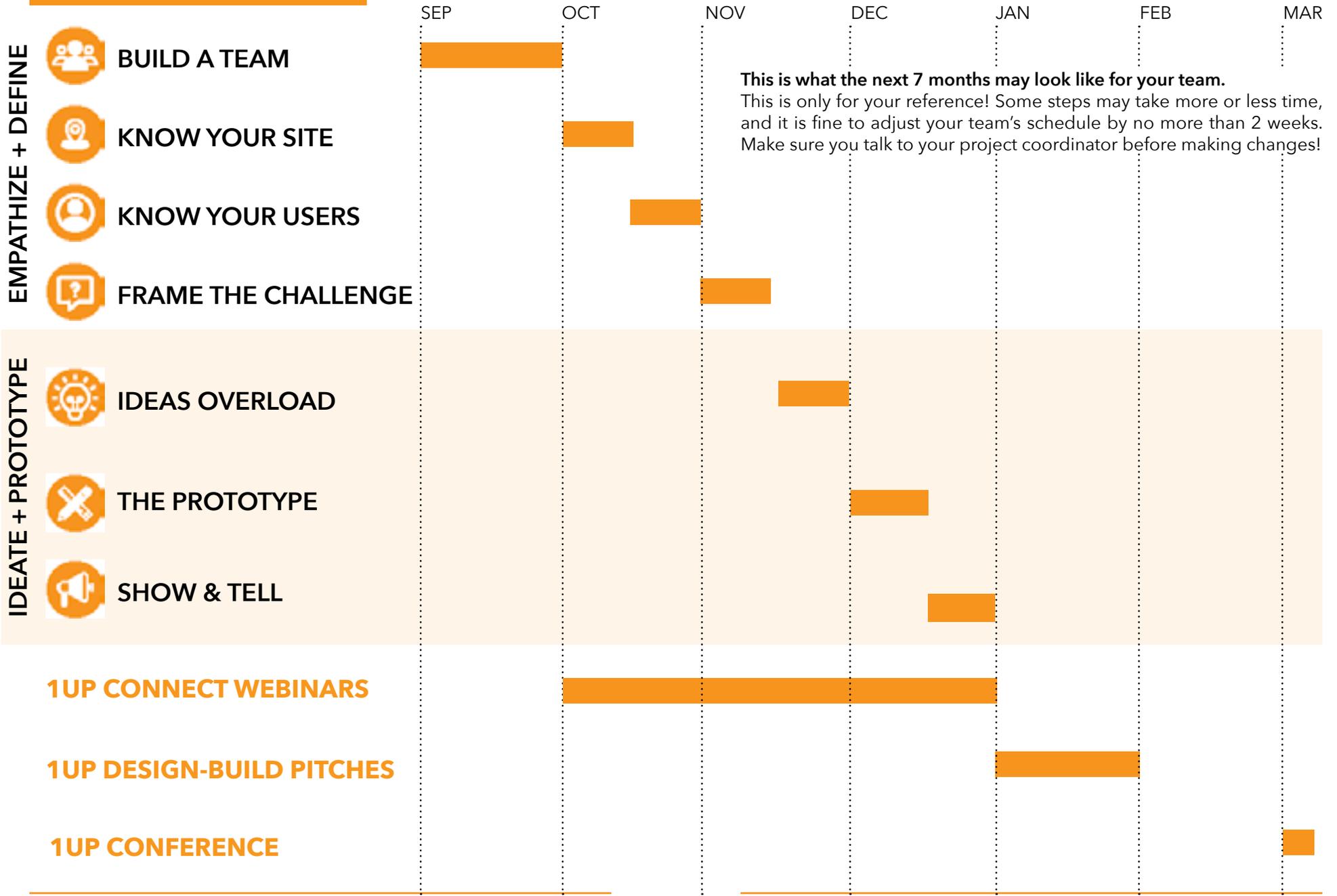
What is a public space?

And what can we do about it?

A public space is a place that is **open and accessible to all people**. It can be a park, a playground, a bus stop, or even a parking lot. The problem is, some of these public spaces in our cities are not well used because they don't feel safe or welcoming to us.

This is where you come in! Can you think of a public space in your neighbourhood that isn't used to its full potential? Are there spaces that people avoid or have problems with? What if we can change the situation, and make this a fun and friendly place where all your friends and family would love to hang out in? For the next 7 months, you'll be on a mission to create real change in your community!

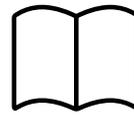
SCHEDULE





STARTER KIT

What's inside your box?



1UP Handbook

Everything you need to know in one convenient booklet



Project Roadmap

Track your progress with stickers



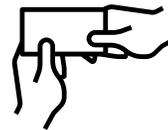
Mission Folder

Place all your activity sheets in this handy folder



Method Cards

Cards to help you brainstorm strategically



Promo Cards

Hand these out to spread the word about your project



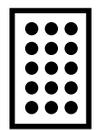
Sticky Notes

For writing down all the awesome ideas you come up with



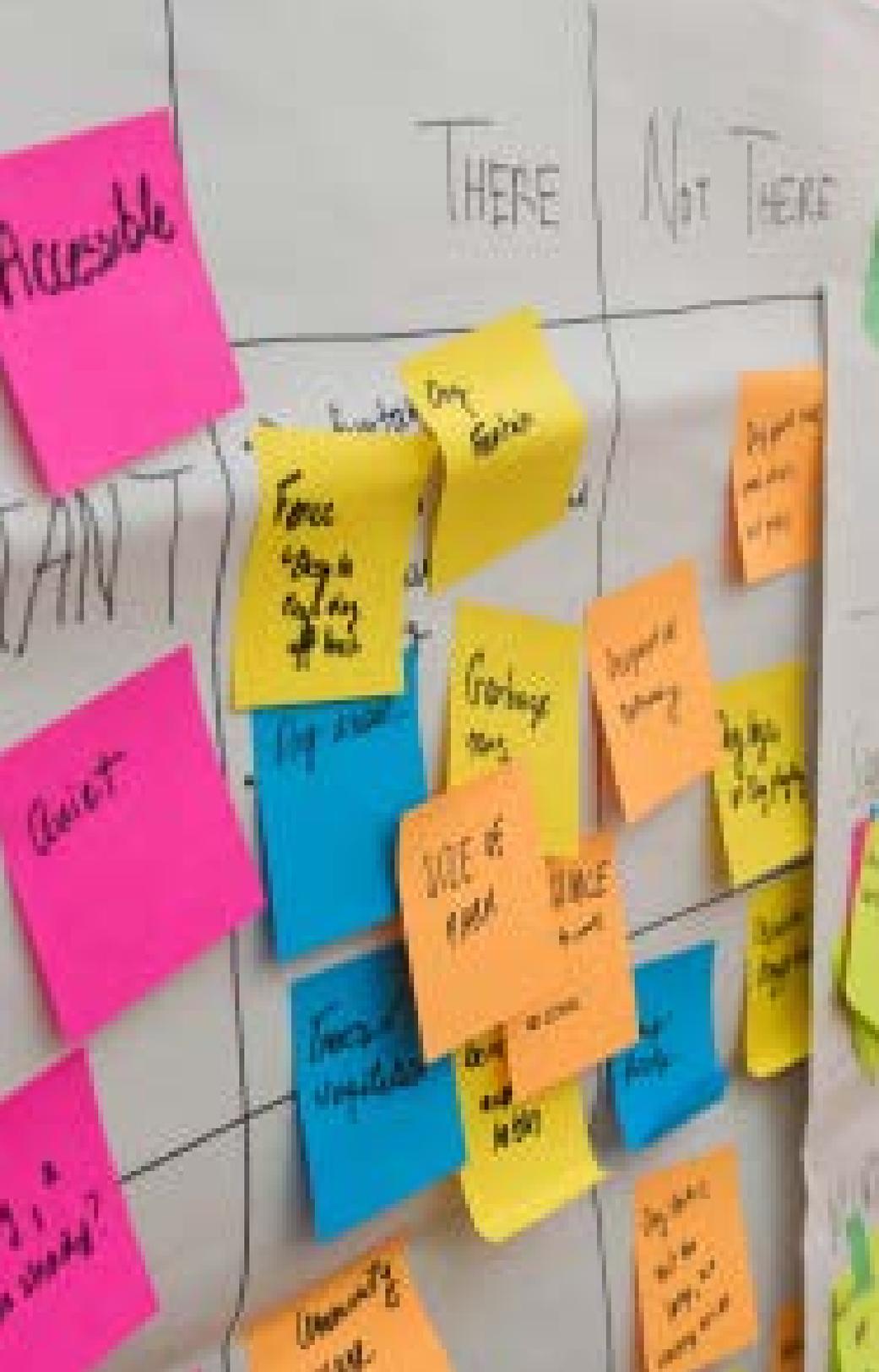
Markers

For jotting down notes, ideas, and drawings



Sticker Sheets

Use stickers to pick your favourite ideas and to track your progress



GOALS

The (kinda boring but) really important stuff!

Goals / what we want to do for you:

- To empower you with knowledge and experience in creating impact in your local community
- To equip you with a design thinking mindset and problem solving skills for school, work and pretty much everything else in life!
- To build you up as a community leader and changemaker along with a network of like-minded friends and professionals

Outcomes / what we want to see from you:

- You have greater empathy and curiosity of current challenges facing our communities
- You designed and built creative, user-centred solutions to address challenges in your neighbourhood public space
- You helped others see the great potential of youth taking an active role in city-building

Ground Rules / what all of us should remember:

- Make sure we act to help everyone feel included and welcomed to participate
- Keep an open mind about new or unexpected ideas, questions, and thoughts
- Respect our differences in culture, background, and experience. Use them to learn and create!

1UP CONNECT WEBINARS

1UP Connect Webinars are free live webinars where attendees can hear from industry professionals on various topics and have their questions on the urban planning and design field answered!

Taking place throughout the school year, these webinars are a great source of inspiration as you develop ideas for your community challenge.

Check out the webinars from our last 1UP Connect, visit: 1uptoronto.org/2021-1up-connect





1UP DESIGN BUILD PITCHES

The 1UP Design Build Pitches offers you the opportunity to gain additional funding to support your community design-build project.

In January, pitch your idea to a panel of judges and get their feedback on how you can realize your project from February to June. Up to \$1,000 in additional funding is available for the winning team!

1UPTORONTO CONFERENCE

1UPToronto Conference is an annual event where we learn from inspiring speakers, and celebrate our achievements over the year.

It is a full-day event typically held on a weekend during March Break. Professionals and community builders are featured, and students participate in interactive, fast-paced workshops and activities throughout the day. It's an action-packed day that you don't want to miss!

Want to see what happened at our previous 1UPToronto Conference? Visit:

1uptoronto.org/conference2022





DESIGN THINKING

What is design thinking?

It's a process, but more importantly, a mindset of creative problem-solving. You will learn to better understand who you're designing for, and what their needs are. You will find yourself pushing the limits of your team's collective brainpower, coming up with ideas that will not only address the problem, but also get everyone excited about making it happen. You will tirelessly test, fail (yup!) and improve the idea until... bam! Your team and your audience are happy with what you've created.

1. Empathize with the Users
2. Define the Problem
3. Ideate Experiences
4. Prototype and Test Ideas

It's important to note that this isn't a linear process. You may see your team going back and forth between steps, and even get stuck and frustrated at times. Don't worry, this is all part of the experience. The 1UP team is always here to support you and give advice or suggestions whenever you need us.



LET'S
GET
STARTED



SETUP

1UP School Chapters run from September to June.

We recommend scheduling **weekly after-school meetings (1 - 1.5 hour each)**, and dedicating **up to 3 hours a week** of individual, bring-home tasks.

Each week your team will either start a new activity sheet or carry on from a previous sheet. Each sheet contains questions and activities for your team.

You will need:

- a core team of at least 4 committed members, and as many volunteers as you can find
- a public space for the project that is within walking distance from your school
- a meeting space (e.g. a classroom) large and comfortable enough for your group to discuss, design and build models



Depending on the activity, you will also need:

- stationery
- sticky notes
- markers
- blank paper
- sticker dots
- tape
- clipboards
- additional art supplies (ask your art teacher)
- a camera (phone camera works too!)
- a computer and Internet access
- a timer

STEPS

EMPATHIZE + DEFINE



BUILD A TEAM

Build a core team and recruit volunteers. Work together with teachers, administrators and student council.



KNOW YOUR SITE

Identify the public space you are going to work on. Observe what goes on in the space.



KNOW YOUR USERS

Find out who does and doesn't go to the public space. Who are these people? What are their characteristics?



FRAME THE CHALLENGE

Based on your observations, what is the biggest challenge that you want to address in this public space?

IDEATE + PROTOTYPE



IDEAS OVERLOAD

Time to let your minds run wild. Come up with as many ideas as possible, even if they may seem out of this world.



THE PROTOTYPE

Take your favourite idea and turn it into a prototype! Learn about how prototypes can be used as a form of visual representation.



SHOW & TELL

Share your solution with everyone. Bring people to see your project. Ask for support to extend the impact of your project.

1UP CONNECT WEBINARS

Attend live webinars throughout the school year and hear from professionals about various city-building aspects.

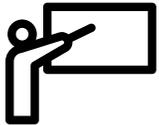
1UP DESIGN BUILD PITCHES

Come up with concept plans, ideas, and designs to tackle a problem in your community.

1UP CONFERENCE

Hear from guest speakers, network with out 1UP Community members, and participate in various fast-paced workshops throughout the day!

SUPPORT NETWORK



Teacher Supervisor: As with any city-building project, you will need to get buy-in from different stakeholders and build a support network. It is important, therefore, to have the support of your school teachers and administrators. Talk to a teacher who teaches a related subject (Geography, Civics, Science, Art, Tech, etc.) and ask if they will be interested to be a supervisor for your team and project. We recommend your team to register as a school club to get funding and permissions to run events and activities at school.



Student Council and other school clubs: Get in touch with your school's student council and let them know that you are working on improving the student experience through this project. Ask them for their support and participation as you promote your project to your peers. Communicate with other clubs at your school as well to spread the word and find opportunities to collaborate.



1UP Toronto Team: We will set up regular meetings with your core team to discuss the progress of your project, and provide constructive feedback. Depending on your project, it can range from bi-weekly check-ins to monthly meetings. This can be done either in person or online through video calling.

COMMUNICATION

Communication is key to the success of any project. Here are a few tools that we will use to communicate with your team, and recommend your team to use to communicate with each team member.



1UPToronto Website: This is where we will post all the materials for download, including the starter kit, mission briefs, letter templates, and other resources. We will also make announcements on our website for events hosted by us and our partners. (urbanminds.co/1uptoronto)



Discord: We will use Discord as our instant messaging platform. Separate channels will be created for each 1UP School Chapter, and a general channel will be created for all 1UP Fellows. We will also use the Discord server to announce and share our events and programs.



Google Drive: Each team will have access to our shared folder on Google Drive, with a designated folder for your team to upload any files for submission.



Instagram/Twitter/Facebook/LinkedIn (@urbanmindsTO and @1uptoronto): Follow us on social! Our communications team posts regularly about inspirational city builders around the world, what's new in the GTA, our own announcements, and much more.



Email the 1UP Director of Engagement: When in doubt, send us a note! We'll get back to you as soon as we can.

A photograph of two women sitting at a table, looking at a large sheet of paper with hand-drawn sketches. The woman on the left is wearing a purple sweater and is pointing at the sketches. The woman on the right is wearing a dark blue t-shirt with the word 'UP' visible and glasses. The sketches on the table include a diagram of a person's head and neck, and a diagram of a person's torso and arms. The background shows a room with shelves and various items.

**WHAT'S
YOUR
IDEA?**





**“Never doubt
that a small
group of
thoughtful,
committed
citizens can
change the
world; indeed,
it’s the only thing
that ever has.”**

- Margaret Mead