

The University of Manchester

## OUR TOP TIPS FOR PATIENT AND PUBLIC INVOLVEMENT AND ENGAGEMENT

Faculty of **Biology, Medicine & Health** 



Co-produce your work with your intended audience



Use **lay language** and provide key words/acronyms which will be used in the presentations in advance to attendees where possible



Ask for feedback and **evaluate** you events so that you can tweak future events



Provide as much **information** as possible to both attendees and the speakers ahead of the event



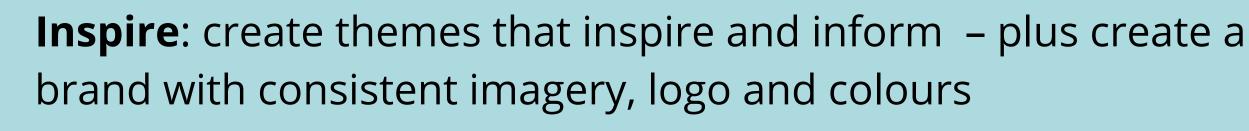
When **planning** the event; schedule a comfort break, use closed captions/subtitles, ask for attendees to inform you of any accessibility requirements,

## Embedding strategy within celebratory events



**Insight**: ensure an accurate understanding of how the event can deliver your strategic aims through community partnership and coproduction from the very start - should go hand in hand and not be separate







**Innovate**: apply new approaches - don't be scared to try new things



Implement: always bring the event back to your strategic aims and vice versa



**Interpret**: evaluate every aspect of the event to assess how it has enabled delivery of your strategic aims - a cyclical approach ensures that learning along the way helps to improve and succeed!