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# Laying the foundations

Preparation activities. Before starting to choose the topics to be addressed along the journey, or building up sessions, we suggest that the facilitators who are building their Gincana Monstra first think about the cosmovision of it. The idea at this point is to think about the universe that will be created for this journey, what inspires and what guides all actions. *We are considering that the construction and preparation activities of the Gincana Monstra will be carried out by a group that can meet in person, if this is not possible, all these activities can be adapted to the online format.


- Building the cosmovision
- Dreaming the Gincana
- Establishing the format of the Gincana
- Defining, inviting and mobilizing participants
- Gathering precious information
- Tool kit
- A little gift

# Building the cosmovision

## What is cosmovision?

What do we feel when we see a flock of birds? What is our first thought when we notice that a child has suffered a fall? What do we reflect upon when observing a sunset? To the ideas, sensations, beliefs, and values that permeate our being and feeling of the world, we call it Cosmovision. This perception is connected to the understanding and interpretation of an I, as an individual and collective subject. It encompasses the set of values, ideas, and practical options by which a person or a collective affirms itself. Quite often these are not even fully known to us. It has to do with the place where one lives, one's culture, the notion of time one lives at, emotions, and also notions of ethics and morals. In practice, cosmovision helps us to interpret the world we live in and relate to.

# First step [activity]

The cosmovision is linked to the understanding and interpretation of a self, an individual or a collective subject. It encompasses the set of values, ideas, and practical options by which a person or a collectivity affirms itself. Many times this happens in an unconscious way, but here we invite to a conscious reflection on these issues. All this often starts from the place where one lives or wants to live, from a culture, from the time in which one is inserted, from emotions, and also from ethical and moral notions. In practice, cosmovision helps to interpret the world we live in and how we relate to it. So this first step is an invitation to create and prepare a universe, a world and its cosmovision, to which you will invite the participants to inhabit it. It is like preparing the ground, fertilizing and watering the soil, so that the seeds can be sown and thus germinate healthy and strong.

At this stage, the facilitators can count, if possible, with the help of different resources such as inspiring materials, artistic, political, cultural references, etc. If there is this option, think about the

possibility of counting on the work of a visual artist or a designer who can also help in the construction of the visual identity of your Monster Gincana, but this is a suggestion. The important thing here is bringing and activating creativity to summon all the elements that will compose the universe of your Monster Gincana from now on.

## Who is this activity for?

For the people who will facilitate the Gincana learning.

## Estimated time

6h (+ rest breaks).

## Resources

- Supplies: card stock, miscellaneous art expression materials, craft paper, a notebook, pencils, markers, pens, and so forth.
- Equipment and infrastructure: panels ( to stick the cards), projector, tables and chairs for group formation, etc.

# Shappening the cosmovision for your Gincana Monstra [activity]

This script was developed for a meeting of 6 facilitators who were creating a Digital Care Gincana project. The construction of the Cosmovision took place in 1 day of in-person activity, in a meeting that lasted 5 days.
There are several possibilities for the construction of a cosmovision for a Gincana, our suggestion is that, if possible, it should be done with the whole group that will compose/construct the learning process. This way, not only a common language will be built among everyone, but also a dream to be shared.

The important thing for this activity is to create a trustful environment that invites imagination and creativity, a brainstorm without judgments, where everything is possible, so that ideas can flow, being registered and organized, until the collective unconscious guides everyone towards an intention/image/idea that embraces the group's wishes.
This activity can be as simple as calling an artist you admire and doing a guided chat with a predefined script of questions, or as playful as the script presented below.

# Who is this activity for?

For all the people who are/will be building the Gincana.

# Number of participants

We suggest 4 to 12 people.

# Time estimate

May take place during the entire meeting, but a minimum of 6h recommended.

# Format

In-person.

# Resources

Any possible art and writing resource for self-expression: large table or area on the floor covered with cratf paper.

# Extra: Documentation, inspiring references and staff

# Documentation

a. The documentation of the meeting that gave life to the idea of a digital care Gincana took 5 days and was registered in a big timeline made with card stocks on the wall of a meeting place. This timeline has been visually organized, photographed, printed, clipped and assembled together with other topics that traversed the meeting (such as recipes, references...). Also, it was compiled into a big zine, which ended up being a creative design/concept note that helped us to get support and funding for the activity.

Besides the digital camera used to photograph the sketchbooks and the timeline that eventually was turned into a zine, we also had an instax camera to photograph ourselves and some particulars throughout the activities.

b. All the participants received an individual sketchbook to make drawings and notes of the several activities during the meeting. The documentation was shared in the form of photographs, which were printed along the activity and pasted on the wall with the other documentations.

c. All the sessions had people responsible for documenting both the practical and the subtle aspects, always visually organized on the timeline that would serve as a support for the next activity.

# Inspiring references

At the lounge used to welcome people and occasional chill-out moments, we played inspiring videos from camps, Gincanas, meetings and festivals.

Ex:

- **Green Earth Awakening is a Buddhafield project:**

https://www.youtube.com/watch?time_continue=17&v=MiVnH01GrwI

- **"One Great Forest: No gods No masters Festival 2018":**

https://vimeo.com/274661437

- **CCC Camp 2019:**

https://www.youtube.com/watch?v=o0dpe4oPvH8

# Staff

All the activities of catering, organization, facilitation and cleaning during the activity was done together by our team as a way to exercise partnerships, division of labor and also to get to know each other a little better.

# Dreaming the Gincana

Detailed script to sessions.

# Session 1: Arrival mystique [20 minutes]

## Objective

To relax and create affective bonds.

## Supplies

Chime and natural aromatherapy spray

## How

In pairs (preferably gathering people who have less acquaintance in the group). People introduce themselves to each other starting with the teasing question:

"Who are you beyond your job and activism?"

Each person will have 5 minutes to introduce themselves. We chime the bell after 5min and after 10min, in order to indicate the time. The group return to the main circle and each person introduces their partner to everyone else in the circle.

# Session 2: Image & Energy [60 minutes]

## Goal

Build the Cosmovision/Pedagogical concept and the kind of energy we want for the Gincana.

## Supplies

- Drawing notebooks
- Flipchart paper
- Pens
- Marker pens
- Crayons
- Glitter
- Glue
- Card stocks
- Scissors

## A. Character building [10 minutes]

### How

Individually, each person imagines/describes/draws a character they would like to assume/become during the Gincana. Encouraging questions:

- What does your appearance look like?
- How do you communicate?
- Which of the senses are you most refined?
- Do you have a gender? If so, how do you experience it?
- What motivates you?

- What things do you like best in the universe?
- What do you dislike?
- What do you like best about yourself?

# B. Community building [30 minutes]

## How

In groups, each person presents their monster/character and they will think together about the community their group of monsters can be found. Guiding questions:

- What are your values?
- What unites you?
- How do you take care of each other?
- What is your world like? What is it called?
- What things do you celebrate, and how do you celebrate them?
- What is the main force or problem that your community is fighting against or struggling with?
- What do you want to cherish or stand for in your community?

Have card stocks and markers available and some space at the ground in the center. As the groups introduce themselves, everyone can write down key ideas on the card stocks and place them on the floor. Everyone is invited to interact by adding, joining, and bringing ideas together as the conversation goes on. Collectively, each group introduces its community and we try to find common points. The key ideas are written down and arranged in the center, but without the obligation to reach a consensus. From this assembly it will be possible to have an image and a collective vibe for the Gincana.

We make rounds for each person to present their impressions and we try to capture/document them on cards:

- What the participants are like;
- What our motivations are;
- What senses and sensations are present (colors, tastes, emotions, feelings, sounds, ...);
- What are the shared values;

- What problems we face or emerge from;
- What unites us
- What we celebrate;
- How we take care of each other;
- Names, keywords and tags;

# Break [lunch]

# Session 3: What's in our Gincana? [60 minutes]

## Goal

Bring out the wishes and desires and materialize the Gincana.

## How

Materialize physically our wishes for the Gincana, building a collective sculpture!

## Supplies

- 3 kg of clay
- Cardboard
- Popsicle sticks
- Colored papers
- Colored yarn
- Markers
- Pens
- Magazines

- Colored papers

# A. Personal reflection [30 minutes]

It is necessary to build an environment of non-judgment and collaboration. The intention should not be one of artistic dispute (since aesthetic construction is not the intention) but rather an opportunity to reflect and express our deepest desires and wisdoms when we think about collective learning processes.
Let's give time for each one to do personal reflection and, individually, each person will build their Gincana sculpture with the materials provided.Some trigger questions:

- What would the Gincana of your dreams look like?
- What does it have?
- What are the meanings and feelings?

There is no rule for the sculpture. It can be a figure, a concrete camp, a picture, a combination of colors and lines, it can be poetry... No rules, it is your time for reflection. Let's explore the images that emerge from our conscious and unconscious throughout the process.

# B. Sharing and reconstructing [30 minutes]

In the group, we will share our sculptures, introducing our ideas and reflections while making the sculptures. After everyone has presented their works, we will set up a place where we will do the collective construction of our Gincana. We now invite everyone, in an interactive way, to insert their works in the place. You can already interact with each other's works. Let's explore the entire space. The positions, colors and shapes communicate with each other, and we want to learn from this as well. This space will remain assembled throughout all the days of the activity, and we can review, move, remove, and add whatever we want to this collective sculpture. In this process of reconstruction, if necessary, remember that letting go of some ideas can help make room for the new. "On organizing myself I can disorganize. On my disorganizing I may organize myself." Chico Science, "Da Lama ao Caos"

## Notes

- This sculpture is not meant to literally materialize into what the Gincana will be, but it serves to share intentions.
- At the end of the 5-day meeting, we had a last visit to our collective sculpture, we took a photo to enter the documentation, and everyone walked around looking carefully at the details of the collective sculpture. Then we all went on a brief round of comments to get the key points documented.

# Session 4: A macro intent of the Gincana [25 minutes]

## Goal

To find a common thread and intention for the Gincana.

## Supplies

Flipchart paper or craft paper Pens Markers pens Tape A4 sheet

## How

Construct the collective sentence: our intention with the Gincana is...?
Each person thinks of and writes a sentence that translates the intention of the Gincana, and writes it large on an A4 sheet of paper. After 5 minutes, each person reads a sentence, and one of them is chosen by everyone by consent, just to start the activity.
This sentence is written very large on a FlipChart sheet. A time is stipulated where everyone can interfere with the sentence, either by writing it, reframing it, changing it back, scribbling on the paper, the only rule is that there can be no verbal communication between participants during this time. People read and interact within the allotted time, and once the time is up, the sentence is no longer moved. And we have built the collective intention for the Gincana.

# Session 5: Closing - from back to front [15 minutes]

## Objective

Provide closure to the day's activities and, through the memory exercise, share and validate the learnings of the day. It is usually fun and helps to end with high energy. How: everyone will help narrate the day backwards, bringing the learnings and what was vivid from all the activities.

# Session 6: Check out [15 minutes]

## Objective

Check how everyone is finishing the day and how was the energy of the workshop. How: Using a mime game, in which you receive a small imaginary ball, and then you mold it so that it has the shape of how you are feeling (without ceasing to be a small ball). After a while, you pass it forward! The facilitator gives an initial example.

"Do you see this little ball here? It expresses how the day went and how I'm feeling."

They can make a gesture of a little ball that bounces all by itself, all happy. Or a heavy little ball that is hard to roll, indicating tiredness.

# Establishing the format of the Gincana

## Introduction

This activity can be carried out in the same meeting, together with the activities of Constructing the Cosmovision so that, upon contacting the participants, all this information can already be offered, clearing up any doubts that may initially arise. The objective of this activity is to collectively build a format for the Gincana, thinking about the different aspects that constitute it, including collective care and self-care, in a way that goes through the whole Gincana. In this activity, we want to come out with decisions about:

- Duration time
- Dedication expected from the participants
- How the teams will be structured
- The activities will be synchronous or asynchronous
- There will be moments of extra dedication in the workshops
- Will they have to deliver something?
- If we will have mentoring or accompaniment.

## Who is this activity for?

All the people who are/will be building the Gincana.

## Number of participants

We suggest 4 to 12 people.

# Estimated time

1h.

# Format

In-person or online.

# Supplies

- Card stocks
- Afree wall or flipchart
- Appropriate place to divide and work in groups
- Pens
- Marker pens

# How

Based on their previous experiences as participants and organizers of both activities and events, and also by using their imagination of what the Gincana could look like, they will discuss and write down ideas for the format of the whole Gincana

# Detailed script

## Session 1 - Learning from memories [30 minutes]

In groups, we share the experiences we had in learning processes, what was cool and what wasn't as regards the format of the activity, infrastructure, conviviality, tools, duration, activities, care proposals... In short, everything that can outline the activity we are building. All ideas should be noted down on a flipchart. Some guiding questions:

- Of all the events and processes you've attended, do any have a format that you find inspiring? What did you enjoy and why?
- How do we want to welcome people? What creates an environment that invites learning?
- Is it a single process, in which the group moves together, or an autonomist process, split into tracks? Why?
- Will the activities be organized by us or will we open it up for participants to propose activities?
- To have a honest conversation about real time dedication of activists for the activities, duration, amount of content and financial resources available for the learning process of the Gincana, in order to make realistic decisions.
- What materials, infrastructure and tools can help with the process?

**REMINDER! Create your own list of provocative questions according to your given reality.**

"Form" can be defined as the part of any phenomenon that has the function of motivating meaning in the mind of an interpreter. This sense motivation is as a rule empirical in nature, which makes the notion of "form" often associated with the materiality of perceptible phenomena.

# Session 2 - Sharing and organizing [30 minutes]

Now, everyone in the bigger circle shares their ideas and conversations. Every new idea is written down by one person on a different card that is stuck on the wall by other people, organizing the ideas by proximity and affinity.
The conversation is concluded by talking about the points of disagreement, in order to arrive at a possible place to be realized. However, not everything necessarily has to come out of this meeting aligned; some points can mature over the course of the next team meetings.

Now it is time to send out the invitations and mobilize participants.

# Defining, inviting and mobilizing participants

After building the cosmovision of your Monster Gincana, it is time to think about the participants.

## Introduction

After building the Cosmovision of your Monster Gincana, it is time to think about the participants. Who are these participants? How to make the invitations? If there is already a group of participants defined and interested in the process, you can skip to the " Gathering Precious Information" session. Otherwise you have to start thinking about invitations.
For us, it was easier to establish some criteria for building the list of invitees. From our analysis of the context of the digital care field in Brazil, we established some criteria, such as territoriality, inviting activists and collectives outside the Southern part of the country, priority for black, quilombola and indigenous women, transgender and non-binary people, and age diversity. This is a list of criteria that can guide this discussion:

- Territory
- Gender
- Race
- Dialogue with the organization's work
- Field of action
- Willingness to approach the organization
- Have you ever asked for any help?
- Situation of vulnerability and risk
- Needs
- Social and economic profile

We also established the number of openings according to the human and financial resources we had available. From there, we closed the list of people and organizations to be invited.

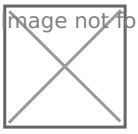
We made a first list with few names beyond the limit, to make a first call, and, if necessary, a second call for participants, so as not to generate expectations and, due to excessive registrations, we would have to deny someone's participation.
So, in this case, it was not necessary for us to establish a list of selection criteria, but it may be necessary depending on how you choose to open or advertise the applications.
In the case of our Gincana, we did not make any public announcements or disclosures. In our analysis, it would not be necessary and would not bring gains.
It is also important at this moment to think about how the format of the Gincana will be, how long it will last, if people will sign up in teams and how big they will be, the expected dedication time, if there will be support to buy prepaid mobile internet, see below so as not to leave out any important information when making the invitation.

It is based on this information that people will be able to decide if they want to participate and if they have the necessary availability.
Now it is time to invite! You can send the invitations via email, or start a closer contact with each participant. The invitations can be made to the group or collective, which can indicate several members or just one. The intention of the organizer has to be explicit so as not to generate doubts.
Another option is to make invitations directly to activists, and if they are unable to participate, the next one on the list is invited. With the list of participants in hand, and the Cosmovision built, we wrote the code of conduct and the invitation email, which we share below:

# Code of Conduct

The code of conduct is an instrument for the creation of safe spaces that celebrate diversity and that lead us to paths and resources to report any situations causing discomfort, violence, or disrespect.
Below is our code of conduct, which can serve as a model for the development of new codes, according to each context, experience, and desires.

Code of Conduct.png



# Invitation email (must-have information)

In this email, it is important to use direct and precise communication, also maintaining discretion so as not to expose the other participants or make the process vulnerable. It is also important not to leave out affection, since this influences the moment we decide to participate or not in an activity.

The e-mail must contain important information that has been previously thought out by the Gincana's organization:

- the format of participation
- whether in teams or individually
- the format of the activities, whether synchronous or asynchronous
- whether there will be activities to be developed between meetings
- a description of the proposal and objectives
- the expected time commitment, whether some kind of prior knowledge or skill is required
- adherence to the code of conduct. Below

As an example, see next, an invitation e-mail that we prepared for the Monster Gincana:

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Dear Ones (or activist or invited collective/group).
How are you?

The scenario has been delicate, so, before anything else, we wish you and your entire network of affection to be safe, in good physical and mental health (as much as possible) and on the way to

vaccination. :)

We are the Transfeminist Digital Care Network and who writes is the [we identified ourselves to bond from the beginning].

The Network was born in 2018, in the face of drastic changes in the national political landscape. It was the response of an articulation of digital security trainers who work in the field autonomously or as members of different collectives or organizations (Coding Rights, Marialab/Vedetas and Cl4ndestina) to respond to an increasing demand for information on how to better protect oneself in the use of technologies for activism. Since then we have done a series of workshops and awareness activities on digital care issues in various regions of the country.

We believe it is a moment to expand this network. Our contact is to tell you, and at the same time invite your group to form a team between 3 and 5 people, to sign up and participate in the Gincana Monstra!

There we go: the Gincana Monstra is a process of building networks, sharing and learning that is being thought in a format of online Gincana. First, to get to know each other and be together in support networks, since we will be trans and cis women, transvestites, non-binary people and trans men from various locations in Brazil. We will also be sharing and building knowledge from our communities through learning processes and strengthening our actions in collectivity.

And like every Gincana, we will also have tasks, challenges, awards, and lots of fun! Everything will be done in a way that contemplates as much as possible the realities regarding availability, connection, skills, etc.

Monstrxsses: That' s how you want us to be? That is what we will become!

Being a monster is not being human, or being almost human, but not being normal. And what is normality for the dimension of women, trans* and non-binary people that we are?

Indigenous and black women are dehumanized, trans* and transvestite people are dehumanized, lesbian and bisexual women are dehumanized, non-binary people are dehumanized, non-standard bodies are dehumanized, and depending on the territory where this subject comes from, they are even more disregarded.

Monstrxsses are pointed out as bestial and demonic creatures, but for us it is to break with the rules that gag our freedoms of being. Monstrxsses hurt imposed structures because as such "monsters" are denied affection, safe spaces, secrets, and opportunities, they build their own structures of affection and safety.

As a way to face the labels we are given, we then assume ourselves as monstrxsses. Who says we want to be just a version of ourselves? We are the creatures that transfigure and assume their various possibilities. We bring the idea of being monsters from ancestral cosmovisions that we are people who transmute, we allow our various possibilities to exist from our bodies, from our senses, from the various ways we face the systems that dehumanize and mutilate LBTQI+ women and people. To be a monstrxsses is to create pathways, to look to the future from the now, to be wind, water, fire, and earth. And as much as the bestiality they attribute to us is our freedom: let's be monstrxss, monstresses, and monsters!

Being monstrxsses in the digital world is another great challenge, we face surveillance, controls, precariousness, boycotts, binaries. The secrets of these new technologies are restricted to white, Western men, who feed the capitalist infrastructures by curtailing our humanities and our freedoms. Thus, we want to meet with the many other monstrxsses who also challenge these logics and experience together our possibilities of being, doing, creating, and transforming. Our infrastructure is affection, and we understand affection as technology, resistance, and creation.

This is our invitation: to realize together the Gincana Monstra. A space to work on our difficulties, to take care of ourselves and each other <3.

**Who's welcome:** Monstrxsses activists! Cis, trans and transvestite women, trans men and non-binary people.

**How does it work** : It's almost the same as a non-monster Gincana. Each collective, group or movement registers a team of 3 to 5 people (cis women, trans* people and non-binary people), in the registration form we ask you to answer all the information requested to make it easier to organize the dynamics and also to get to know each participant. The forms will be analyzed and it is our mission to gather monstrxsses who have diverse experiences, we are not concerned with how well you understand how the internet works, if your skills are more basic, tell us about it; if your internet access is bad, we are also interested in knowing. The important thing is that you like technology and want to deepen your knowledge on the subject to become a monstrxss spreading

good digital practices in order to strengthen your activism and that of the monstrxss groups in your heart ;)

**Registration is free and can be done in this form**: [provide link to a secure form]

The final result of the selected teams will be released by [fill in date - remember to leave a few days off in case you need to extend], by the emails registered on each team's registration form.

**Giveaways**: At the end we will have the delivery of prizes worth [total amount reverted to purchase of equipment], in equipment specially prepared by us to strengthen your collective political actions with safety.

**Our calendar** :
Announcement: from [date]
Registration period: [date]
Results out: from [date]
Duration of the Gincana - [date] [duration]

**Some tips** : Encourage mixed teams, with people from different fields, technology, communication, arts, etc.

Provide participation of cis women, transgender and non-binary people with different internet access (bandwidth, time and device limitations).

You can put together your team with people and organizations that were not invited, but we ask you not to make public this invitation.

The prize will be a kit with different equipment to strengthen collective action and learning processes in integral care. When assembling the team take this into consideration, being in the same territory or being part of the same collective can facilitate the use of these, but this decision is up to you ;)

**Some information** : Scheme will be deconference. All activities can be done synchronously or asynchronously, in order to guarantee the participation of those who have limited internet access and other difficulties and/or time constraints.

**Important** : We believe that 5 hours of dedication per week is necessary for each person in each team, but the teams will have the autonomy to organize their time between individual and collective activities.

We will have help with prepaid mobile internet for participants who need it during the event. We ask that you indicate this need at the time of registration for our organization.

The prizes will be sent to a single address indicated by the teams in the registration form. Registration closes on _____, so use this time to form your team! And let's dive into this Monster Gincana!

Oh! and just one last thing, it is very important for us that you signal your participation even before you sign up, so if you received this mail and want to sign up, answer us with a "Yes, I'm putting the team together and we will sign up" or a "I received this mail but I'm not interested in participating". This will help us manage the vacancies and extend the invitations.

Any questions or suggestions please contact us at [e-mail] \o/

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## What if the participants don't sign up?

We had this experience at first and went to talk to them. What we heard most was that they were extremely happy and excited about the invitation, but they didn't think they could handle it, and as feminists are extremely committed, they preferred not to sign up.

With this challenge in our hands, we extended the deadline for registration, opened a date to do a round of questions and also contacted them individually to say that we were thinking about the overload of feminists and that it would not be necessary to dedicate more time than we had communicated in the invitation e-mail. The result of this action was that we had a great presence at the session and a massive adhesion right afterwards.

# Gathering precious information

Invitations accepted, it's time to gather precious information!

# Introduction

After elaborating the Cosmovision, and still on preparing the terrain, it is very important that the people who will inhabit this universe are heard. Here it is fundamental to think about strategies to gather information about the participants.

Some of this information can be:

- languages spoken
- territories where they live/act
- time zone where they will be during the Gincana
- gender of the participants
- digital technologies available and which ones they are more familiar with
- internet access during the Gincana
- what is their availability to participate
- themes of interest, political and cultural contexts
- risks and violence they might be facing
- among many other information!

This information is very valuable for the facilitators, because it will guide the next steps, such as the choice of tools and infrastructure that will be used for the activities, the sharing of materials, communications, etc.
Only with this information in hand will the facilitators be able to think of which communication channels, for example, they can use with the group at a first moment, for example, if they all use WhatsApp, this can be the first place to gather all the participants and as the process goes on and

the participants have interest and conditions this group can migrate to Signal. This information will also indicate the level of security necessary for the management of the information exchanged throughout the process and how the group of facilitators will seek solutions for this.

This information will also indicate which resources may be needed such as translation of materials or simultaneous translation in the meetings, accessibility resources for participants who may have some physical disability, graphic facilitation, guest participation, etc.
It is important to reinforce that everything will depend on the characteristics of the group of participants and the resources that the facilitators have access to, for example if the facilitators have access to a Nextcloud that can be shared with the participants, or if there is a financial resource that can enable a data package for participants who have limited internet access.

With creativity and collaboration, all challenges can be faced and overcome, always remembering to respect the limits of those involved. For this information gathering, we suggest that the facilitators send the participants a form with all the questions well prepared so that the participants can answer and send in their answers. The facilitators can also use interviews with each participant, following a predefined script, so that the information can be the same for all the participants.

# Form Template

Tailor it to your needs, resources, and reality:

---

This questionnaire aims to help us get to know the participants better, their cultures, particularities, and also the digital infrastructure they have available to participate in the activities.

Answer the questions that you feel comfortable with; only the questions with * are required.

Take about 40 minutes to answer the questionnaire. You can save it and answer it calmly. The questionnaire will be available until May 9th at 23:55 UTC+00. Don't leave it for the last minute.

Any questions regarding this questionnaire can be sent to: [e-mail]

As we mentioned in the invitation, our territories are very important for our possible worlds, so in the topics about "territoriality", tell us all you want and can about your territorial belonging. Feel

free to give us details, names, smells, colors, sensations, expressions or words with particular meanings – whatever is important to you!

**Data Policy:**

The information collected through this form will be used exclusively for the purpose of registering participants for the Opening the Code of the Gincana Monstra event. We do not collect geolocation or IP address data on this platform, nor do we use cookies. The collected information will be securely stored and treated confidentially by the Transfeminist Digital Care Network team. Under no circumstances will personal data or sensitive personal data be used other than for its intended purpose, and at no time will we share participants' personal information. Personal data will be deleted 12 months after the event.

If you agree with our Data Policy, please check the box below:

( ) I acknowledge and agree to the Data Policy in this form.

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**1. Personal Data**

Social Name:
Date of birth:
Country and city where you live:
Country and city of origin:
Languages you are fluent in:
Second languages:
Secure email (that you access frequently):

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**2. Identity:**

With the aim of knowing more about you and promoting a plural event that respects all identities, in the following questions we ask about your race/ethnicity, gender identity, sexual orientation, and participation in social or political movements.

This information is considered sensitive personal data by the General Law on Personal Data Protection (Law No. 13,709 of 2018) and therefore receives special treatment by requiring consent for its collection and processing.

We remind you that the data will be collected, treated, and stored securely and confidentially and will not be shared with third parties. Personal data will be deleted 12 months after the event.

Your registration will not be denied if you do not agree to provide this information.
Do you agree to disclose your race/ethnicity, gender identity, sexual orientation, and participation in social movement or group so that we can meet the objectives of this application form for the Opening the Code of the Gincana Monstra event? Select one of the following answers:

[ ] YES, I agree to the collection and processing of my data for the purpose of this application form.

[ ] NO, I do not agree to the collection and processing of my data for the purpose of this application form.

---

**[questions that will only be presented if the answer to the previous question is YES]**

Race/ethnicity:
Gender identity:
Sexual orientation:
Which territoriality do you find yourself in or identify with (regardless of created countries, continents, and borders)?:

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**[questions that do not require consent and can be asked to all]**

How would you like to be called? :
What pronoun do you use? :
Do you have any disabilities and/or need assistance to participate in the meetings? If yes, which? :

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**3. Getting to know you better:**

Please check your areas of activity:

[ ] ancient technologies
[ ] information technology (programming)
[ ] community networks
[ ] information security (any activity)
[ ] communication

[ ] design

[ ] education

[ ] social network activism

[ ] facilitation

[ ] project design

[ ] arts

[ ] culture

[ ] arts and crafts

[ ] politics

[ ] gender

[ ] raciality

[ ] territory

[ ] environment

[ ] religion/spirituality

[ ] health

[ ] free software

[ ] cryptography

[ ] cryptocurrencies

[ ] hacker

[ ] autonomy

[ ] feminism

[ ] community mobilization

[ ] civil disobedience

[ ] nonviolence

[ ] storytelling

[ ] theater of the oppressed

[ ] others: _____

Tell us a bit about your journey until now! Which group(s), collective(s), organization(s), and activism(s) are part of your personal and political history?

Do you have experiences in digital care or process facilitation? Tell us a little bit about it.

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**4. Collective Care and Self-Care:**

In your opinion, what is collective care and self-care? :

What hobbies or activities do you have or practice to relax or restore your balance? :

Below we ask for some indications and references that we intend to use or share in the activities:

Share with us the link to 3 songs you like:

Share with us 3 links to art or visual references that refer to your territoriality:

Share a person’s or character’s name or profile that makes you expand your thinking:

Share a profile, page, or humorist:

Share the link to 3 projects that you would like other people to know about:

Share a popular saying or a traditional wisdom from your culture or territory as a gift for the other participants. If possible, also write it in the original language.

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**5. Opening the Code of the Gincana Monstra:**

What would you like to see, learn, or exchange over the course of the Opening the Code of the Gincana Monstra? What is your time zone (UTC)?

Please check the best days and times for the activities to take place (if you have no preference, you can leave it blank): Day of the week:

[ ] Monday [ ] Tuesday [ ] Wednesday [ ] Thursday [ ] Friday [ ] Saturday

Start time (fill in according to your local time and the duration of 2h30):

[ ] Between 01h and 03h
[ ] Between 04h and 06h
[ ] Between 07h and 09h
[ ] Between 10h and 12h
[ ] Between 13h and 16h
[ ] Between 17h and 18h
[ ] Between 19h and 21h

[ ] Between 22h and 24h

Will you participate in the activities using a cell phone or computer and which operating system? If you have more than one, please list them all:

How do you prefer to communicate during the activities? Check all the options you feel comfortable using:

[ ] e-mail list
[ ] whatsapp
[ ] telegram
[ ] signal
[ ] matrix
[ ] mattermost
[ ] discord
[ ] slack
[ ] IRC
[ ] I am open to suggestions
[ ] I would not like to install a new application[ ] other (list them all): _____

Could you install a software to participate in the group communication?

[ ] yes
[ ] no, because I have no free memory on my cell phone
[ ] no, because I would not like to use a new application
[ ] other. Explain: _____

You use or feel comfortable using:

[ ] pad
[ ] padlet
[ ] NextCloud
[ ] BBB - Big Blue Button
[ ] jitsi
[ ] zoom
[ ] mumble

[ ] mumla

[ ] password keychain

[ ] encrypted e-mail

[ ] firefox browser

[ ] Tor browser

[ ] Linux operating system (debian, ubuntu, ...)

[ ] Windows operating system

[ ] Tails operating system

[ ] android

[ ] iOS (iPhone OS)

[ ] lineage

[ ] device encryption

[ ] other: _____

Is there any tool, technology, service or methodology that you would like to share or suggest?

Do you have any personal needs or arrangements that you would like to propose so that you can be well, integrated and secure during the period of the activities?

**6. Agreement of interest and co-responsibility:**

Do you confirm your interest, willingness, and availability to be with us during the month of July, to participate synchronously or asynchronously in the activities? (We expect a weekly dedication of about 4h, including main activities and optional activities.)

[ ] yes[ ] no

Do you acknowledge and agree to the terms of the Code of Conduct?

[ ] yes [ ] no

# Tool kit

When we talk about tools for the realization of the Monster Gincana, we think about what can help during the whole process, whether for the realization of activities and sessions or for communications, so we are talking from e-mail, messenger applications, to the storage of materials and content, such as NextCloud, for example.

We recommend prioritizing, but not exclusively, the use of secure, free, and accessible digital tools that have the same functionality as applications and programs already used in the daily lives of most participants. However, there is no point in proposing a new technology or even hosting a new infrastructure if the participants don't have devices that allow the installation of new applications or if they don't have enough mobile internet to participate in videoconferences. With this form you can collect key information that will help you choose the tools that will be used and offered during the Gincana. When creating the registration form, consider the format of the Gincana, how you intend to gather the participants, carry out the communications, if it is important to have a place for collaborative editing of documents, if video lessons will be available, how the material will be sent, etc. Then ask the participants what resources they have available to participate in the activities, and what the organizers can do to facilitate participation.

Information about devices, operating systems, limitation to install new applications, the availability to install new applications, what kind of services they use or are familiar with, if the participants have easy internet access or enough mobile connection to participate in online meetings, what is the quality of the internet connection, among other things. All this will help when it comes time to make the choice of tools. Consider using platforms and services that can be accessed from the browser and don't need to be installed, and also prioritize applications with good visualization and usability from both the computer and the mobile phone. Another important piece of information is to know if among the participants there are people with disabilities, so that every care can be taken to ensure full participation and quality for all.

The technologies and digital infrastructures can be great allies in the feminist, anti-LBTQI+phobic, and anti-racist struggle. In order for participants to become familiar with new tools, consider

holding specific meetings for installing and testing them, so that anyone who is having difficulties will have the opportunity and support to look at their doubts with the necessary attention and dedication, and so that they feel safe and comfortable with their use. Create spaces such as on-call sessions, which can be thematic, and can address the use and configuration of a single tool. Share guides, manuals, zines and tutorials, preferably in a language as accessible as possible. In the case of more specific tools, consider creating your own material, as uncomplicated as possible, with images, step-by-step, following the visual identity adopted for the Gincana, and allowing people of different literacy levels to access it. You can also reuse or mix materials created for other processes or created by partner groups. The important thing is that the materials have a language that communicates with the participants and that respects important criteria and values for the group.

In addition, consider also holding on-call sessions to answer general questions about technology, or about difficulties with tools used by them, but that are not directly related to the Gincana.

Tip: When addressing the criteria for choosing platforms, work with the logic of free tools made by activists and for activists. An interesting reflection to accompany the group during the entire Gincana is how political the act of choosing your digital tools can be. Address the issue of autonomy, privacy, transparency behind their development.

THE TOOLS WE USE AND SUPPORT ARE ALSO POLITICAL CHOICES!

Tools that we recommend, that can be used for support and support of the Gincana, and also of reference for the participants. We encourage you to reach out and encourage local and preferably feminist groups that are building and providing these services.

# Recomended Tools

## Tools for collaborative edditing

There is a text editor for simultaneous collaboration (where multiple people can write at the same time) called "pads". It can randomly generate an address, or you can name the address yourself. We recommend not using obvious addresses, and in this case we recommend using random and super long names.

Service hosted and maintained by feminists:

- https://antonieta.vedetas.org

Service by activists for activists:

- https://pad.riseup.net

## Cloud environment for storing documents

Nextcloud is a kind of improved Google drive, and one of the tools used by the Monster Gincana, it offers a number of possibilities for organizing the activities of our collectives and organizations, from the storage and collaborative editing of documents, the elaboration of research forms, sharing contacts, music, images, messages, among other cool things. It can be accessed via browser or application.

We have activist groups that offer NextCloud hosting to larger organizations, but this service comes at a cost:

- https://maadix.net/es

There are services that offer this tool for free, for a limited time to test (we always give preference to services offered by activists who value our privacy, which is not the case here):

- https://try.nextcloud.com/

There are also paid services with discounted plans for institutions:

Educacionais: https://nextcloud.com/enterprise/buy/

Mega: https://mega.nz/startpage

Spideroak: https://spideroak.com/one/

## More secure mail servers

*They may have a steep learning curve at the beginning, but are much simpler than the usual ones.

- https://riseup.net

It is such a picky e-mail provider that you need an invitation to open an account, but for that very reason it is a possibly better world for the demands of the collectives and cherishes our privacy. Want to make a Riseup email? Ask someone who already uses this service to generate you an invitation!

There are also:

- https://prontomail.com/
- https://tutanota.com/

Need secure email list for your collective or organization? You also have it:

- https://lists.riseup.net/

With the drawback that it is more limited in the size of the files that can be sent compared to Gmail.

## Collaborative spredsheet tool

- Made and maintained by Brazilian feminist hands https://eveliyn.vedetas.org
- Other: https://ethercalc.net/

## Browsers

Firefox: this is our chosen one! A browser that makes browsing a little less risky and controlled through the installation of plugins:

- https://www.mozilla.org/pt-BR/firefox/new/.
- Cromium: a functional browser for sites that don't develop well and don't work properly with Firefox.
- Palemoon: acts like a lighter version of Firefox and works well on older computers.

## Search engines

- DuckDuckGo: is a search engine that does not track our browsing, it is powered collaboratively, for the organization of feminist collectives not to have our browsing (and affections) tracked. Very important to avoid excessive vigilance over our footprints on the internet and to avoid unwanted ads.

**Note**: Firefox has a "DuckDuckGo Privacy Essentials" extension, which by default does our searches on Duckduckgo, and even protects us while browsing.

## Messengers

Our little favorite of them all is Signal. We can make video and audio calls, all content is encrypted, free software, and you still have a password to enter the application. But to understand the parameters and make your own choice, here are 2 comparative table references between different instant messaging and videoconferencing software.

- Table 1 : https://videoconferencing.guide/
- Table 2

## Video and audio conferences

- JITSI: We can use tools that value our privacy also when it comes to our videoconferences. One of the alternatives is JITSI. Just log in and create a link to the meeting room, or use the random combination that the service offers. Anyone with the link will be able to access the room, so avoid obvious names like "meeting", so as not to be disturbed.

We recommend the following facilities:

- Made and maintained by Brazilian feminist hands (up to 30 people):

https://chimamanda.vedetas.org/

- Download the Jitsi manual here (Portuguese only):

https://mariavilani.vedetas.org/#chimamanda-ngozi

- From activists to activists (up to 15 people):

https://jitsi.eativismo.org/

Public instance that the tool itself offers, but installed on a server we do not know (many concurrent users):

- https://meet.jit.si/BBB:

During the Gincana we used the BBB Big Blue Button.) The instance we used was made and is being made available privately to feminist groups in Brazil. To access the BBB manuals and guides (in Portuguese only):

- https://mariavilani.vedetas.org/#angela-davis

During the Gincana we used the BBB Big Blue Button.) The instance we used was made and is being made available privately to feminist groups in Brazil. To access the BBB manuals and guides (in Portuguese only):

- https://mariavilani.vedetas.org/#gaby-amarantos

## Passwords

To download, install, and obtain the KessPassXC password manager:

- https://keepassxc.org

To check the strength of your password:

- https://howsecureismypassword.net/

**NOTE**: We do not guarantee the security of this site, so please put a similar password and not yours exactly!

Check if your passwords/accounts have already been leaked:

- https://haveibeenpwned.com/

**Note**: it is important to change to a secure password in case your account has been leaked.

## File sharing

Files are stored for 12h, and cannot be larger than 50mb:

- https://share.riseup.net/

To share files that are not sensitive (we do not guarantee data security on this service):

- https://mega.nz/.

Allows anonymous file sharing, but requires dedication to understand how it works:

- https://onionshare.org/

# Bonus

## Multi-Service Collaboration Platforms

- https://framasoft.org/
- https://cryptpad.fr/

## Framadate online meeting scheduler

- https://framadate.org/

## Forms, data collection and analysis

Can be installed on your own infrastructure:

- https://www.limesurvey.org/.

We also recommend the encrypted online forms on Jotform, which provides free accounts, with some limitations:

- https://www.jotform.com/security/.

## E-mail management and encryption

- https://www.thunderbird.net/en-US/.

## Free software and service alternatives from Google

- https://degooglisons-internet.org/es/
- https://datadetoxkit.org/en/alternative-app-centre/

## VPN

- https://riseup.net/en/vpn

## Browse anonymously using TOR

- https://www.torproject.org/

## Anonymous and incognito operating system TAILS

- https://tails.boum.org/

## Open and free map

- http://www.openstreetmap.org/

## Open Mobile System Lineage

- https://www.lineageos.org/

# A little gift

## Download our Zine!

Reference materials - for facilitating learning processes in digital care:

References of TNDC zine.pdf - Documonstres.pdf