

Training

Cards and Insight Cloud

Aims and objectives

This exercise enables to cover the following features:

- Understand the **steps**
- **Customise** your steps
- Deal with **clusters** and **filter views**
- Discover two view tabs: the **insight cloud** and the **cluster view**

Instructions - short version

You will need to create a workshop named “Your taste in food and drinks” and it should have three steps:

1. A first step during which participants can add cards in two clusters to answer two different questions : “What is your favourite dish?” and “What is your favourite cocktail?”. They can only see their own answers. We are on the Cluster view.
2. A second step during which we debrief one of the question about food - participants cannot add cards anymore but they can see cards from all participants answering that question. We are on the Cluster view.
3. A third step during which we debrief the question about cocktails with an insight cloud so participants cannot add cards anymore but they can see the insight cloud of that second question.

- You can try to make the workshop by yourself with this first brief or you can follow the detailed instructions below if you need more guidance.

Instructions - detailed version



1. Create a workshop from scratch
2. Name it "Your taste in food and drinks"
3. Go to the step builder in the settings
4. Add a **Create cards** step. Rename it, add instructions and customise the settings:
 - Permissions: nothing to modify
 - View:
 - Clusters: create and select 2 clusters named with your two questions
 - Author: "Participants only see their own cards"
5. Save this step
6. Create another **Create cards** step. Rename it, add instructions and customise the settings:
 - a. Permissions: uncheck "Add a card"
 - b. View
 - i. Clusters: Select one of your two clusters
 - ii. Author: "All"
7. Save this step
8. Create another **Insight Cloud** step. Rename it, add instructions and customise the settings:
 - a. Permissions: nothing to modify
 - b. View
 - i. Clusters: Select the second of your two clusters
9. Save this step

➤ [Import the .stormz provided to your own dashboard to check the expected configuration](#)

Go further...

- Modify the name of each step and add some instructions
- Change the colour of the clusters
- Add a description in each cluster to give more details about the type of answers you expect
- Switch between facilitation mode from "Advanced" to "Normal"



- Use markdown to format your instructions

Reflect on...

- What are the important elements to include in the instructions?
- Would your instructions be different if your workshop is face-to-face vs remote? Or asynchronous vs synchronous?
- When is the Insight Cloud useful and when should you use it? When shouldn't you use it?

Resources

About the insight Cloud: <https://help.stormz.me/insightcloud/>

Modify the name of each step and add some instructions:

<https://help.stormz.me/workshop-sequence/>

Change the colour of the clusters: <https://help.stormz.me/cluster-color/>

Add a description in each cluster: <https://help.stormz.me/cluster-edit/>

Facilitation modes: <https://help.stormz.me/facilitation-mode/>

How to markdown : <https://help.stormz.me/how-to-use-styles-inside-cards-or-instructions/>

More generally, check our Help section: <https://help.stormz.me>