

## TABLE OF MATERIALS

### Table of Materials – Session 2

<ul style="list-style-type: none"> <li>• <u>Room arrangement</u>: Arrange tables and seating in a U-shape facing a large whiteboard or smooth wall (10 to 12 feet in length ideal) on which self-adhesive flip chart paper can be mounted and written on. If easels are used, have a minimum of 3, ideally 4)</li> </ul>
<ul style="list-style-type: none"> <li>• Individual research questions (from Session 1 analysis) printed in large font on self-stick* half-sheets of 8.5 x 11 paper *If not available, also need tape or spray adhesive</li> </ul>
<ul style="list-style-type: none"> <li>• Blank half-sheets (in a different color paper) for new questions generated in session 2</li> </ul>
<ul style="list-style-type: none"> <li>• Research topics (from Session 1 analysis) printed in bold large font on self-stick* half-sheets of 8.5 x 11 paper *If not available, also need tape or spray adhesive</li> </ul>
<ul style="list-style-type: none"> <li>• Blank half-sheets (in a different color paper) for new topics generated in session 2</li> </ul>
<ul style="list-style-type: none"> <li>• Post-it flip chart paper (at least 15 sheets)</li> </ul>
<ul style="list-style-type: none"> <li>• Markers and pens</li> </ul>
<ul style="list-style-type: none"> <li>• Sticker dots in different colors or patterns — each participant will need 20 sticker dots in a different color or pattern (15 dots for round 1 and 5 dots for round 2 of the prioritization exercise)</li> </ul>
<ul style="list-style-type: none"> <li>• Paper copies for all participants and facilitators with the research questions organized by topic</li> </ul>
<ul style="list-style-type: none"> <li>• Audio recorder</li> </ul>
<ul style="list-style-type: none"> <li>• Name tags</li> </ul>
<ul style="list-style-type: none"> <li>• Required forms (e.g., photo consents, reimbursement forms)</li> </ul>
<ul style="list-style-type: none"> <li>• <u>Options (but strongly recommended)</u>: Refreshments, gift cards or gifts to acknowledge participant time and contribution to the project</li> </ul>

Franck, L. S., McLemore, M. R., Cooper, N., De Castro, B., Gordon, A. Y., Williams, S., et al. A Novel Method for Involving Women of Color at High Risk for Preterm Birth in Research Priority Setting. *J. Vis. Exp.*(131), e56220, doi:10.3791/56220 (2018).