Tool-Storyboard Guidance

Purpose

Storyboards are a visual method for displaying a story. Use them to share your successes, challenges, and other lessons learned.

The storyboards should summarize your school wellness team's one or two proudest achievements this year. **Focus on achievements, which have or will lead directly to the overall aims of creating sustainable school policies and system changes to improve the culture of health.**

A storyboard typically has several functions:

- Serves as an on-going record of a team's progress
- Documents and shares…
  - Steps that were taken to implement project
  - Lessons learned/best practices
  - Demonstrated and potential impact
- Develops as the project is being conducted
- Guides the future work of the improvement team

Formats

Storyboards can be developed using a variety of mediums, including:

- Video
- PowerPoint presentation
- Prezi

Presentation of Storyboards

Consider including the impact of school wellness efforts for each the following audiences and entities:

- Students
- School Staff
- Community (this includes the school and greater community)
- Clinic

Keep your storyboard presentation to 8 to10 minutes (9-12 slides) in length.

Storyboard Components

The storyboard should include information on the following four components. Each component includes a series of questions to help you formulate and depict the content to be shared through the storyboard.

1. **Describe a sustainable school policy and system change you are working towards**

   What policies or system changes were you hoping to achieve? What were some issues you identified within the SBHC and school environment? What is the context of the problem/why is this problem significant (think about the larger impact of social determinants of health)? What role will/did your SBHC/school wellness team play in addressing these problems?

2. **Development of strategies to address the situation**

What strategies /steps are you implementing to get towards this policy/system change? What approaches took place to address the issue? Who helped implement these strategies? Provide a summary of the strategies your SBHC/school wellness team developed to help reach your objectives. Include a listing of the multi-disciplinary team that was involved in achieving improvement; this can be enhanced by a group picture with names and positions listed below.

3. **Analysis and evaluation of the interventions**

What did you try? What are the results of the approaches that took place? What worked? What will be sustained? What are the next steps?

4. **Overarching lessons learned to date**

What did you learn from the process? What worked? What did not work? What has been your greatest success? What have been your greatest obstacles? How have your school-wide wellness efforts help expand or enhance existing efforts in the school? How did you use school-wide wellness efforts to introduce new policy changes? What have been the most significant changes in the SBHC's practice, role, and/or involvement related to the identified problems?

<u>Tips for Developing Storyboards</u>

Below are some general tips to consider in the development of storyboards:

- Be as succinct as possible. Include only critical information.
- Design for ease of comprehension and readability.
- Make the purpose of the project readily apparent[i].
- Avoid jargon when possible.
- Include visuals, such as photos or other graphics.
- Display the data used throughout the process.
- Outline conclusions based upon data (qualitative or quantitative)[i].
- Present plans for sustaining the improvement or making adjustments if changes were not made.

<u>Tips for Preparing and Presenting Improvement Stories</u> *(adapted from the Institute for Healthcare Improvement)*[i].

Advisors at the Institute for Healthcare Improvement developed the following recommendations for creating storyboards that demonstrate quality improvement projects in health care. Storyboards should include the following:

- A clearly defined aim statement with an expected change in outcome indicator and time to expected change in the outcome indicator.
- An outline of your project design/strategy to explain how you will reach your aim.
- An explanation of the changes made.
- A listing of the multi-disciplinary team that was involved in achieving improvement (elements may include: content experts, patients, leadership, etc.)
- A short summary of the lessons learned from the work and/or the message for the audience.

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[i] Documentation Tools: Storyboards, 2004. Institute for Healthcare Innovation Web Site. http://www.ihi.org/resources/Pages/Tools/Storyboards.aspx. Updated 2018. Accessed March 13, 2018.