



1. Develop a common understanding.

Co-develop meaningful language and communications methods between your partners and your team. Is there a technical or specialized language barrier? What barriers between scientific language and common language may need to be overcome? What are the users' means and terms whereby they communicate about the issue? What is your understanding of their issues and needs? What is their understanding of the scientific opportunity and limitations?

Consider cultural or institutional differences that may vary from assumed protocols of knowledge creation or participation in your scientific research project and how to integrate alternate processes.

Need assistance?

Check out the KM resources page or contact the KM Core Team for support.

2. Jointly establish end user and researcher interests and priorities.

Consider how to formulate user needs into a research question and seek feedback for the development and usefulness of that question.

Share the motivation behind your research for your audience in a project snapshot.¹ Ask what assumptions all partners have about the necessary conditions for success and what that looks like.²

Consider co-development of a [logic model](#) to clarify successful outcomes for partners, and how to get there.

Integrate timelines for achievements and reporting into a [Terms of Reference](#). Determine the deliverables of the project and when they are expected. Review the Terms of Reference as the project evolves.

3. Jointly establish the project scope and methodology.

When and how will partners be engaged in the design and achievement of the project goals and purpose?

Remember, not all partners have to be involved simultaneously. How can any uncertainty be effectively communicated to users that require reliable information? Determine what aspects of the user needs can be addressed. How can mixed methods be used to create actionable results for users?

Have you made room for different cultural or institutional values and processes in the choice of methods?

Develop your skills and network alongside your partners.³

Attend various training and events, or host workshops to increase your project's capacity to carry out two-way KM throughout the research process.

4. Jointly establish measures of success.

Integrate regular evaluation into the project. How will you track and document steps toward the goals and purpose? How will you assess these steps? Personal review? Team review? Partner review? How will you employ adaptive strategies to take advantage of opportunities or address concerns?

5. Workplan packaging⁴

Create a synthesis document of the resulting plan for distribution and feedback. Consider the design quality and packaging of your workplan for legitimacy and salience. Is it accessible, organized, and useable in the particular context of your partners?

6. Project management and reporting.

1. VISTA Knowledge Mobilization. 2018. "VISTA Knowledge Mobilization Services." Accessed June 29, 2018. <http://vista.info.yorku.ca/files/2018/04/VISTA-KMb-services.pdf>
2. Canadian Water Network. 2018. "KMb Logic Model"
3. VISTA Knowledge Mobilization. 2018. "VISTA Knowledge Mobilization Services." Accessed June 29, 2018. <http://vista.info.yorku.ca/files/2018/04/VISTA-KMb-services.pdf>
4. Damschroder, Laura, et al. "Fostering Implementation of Health Services Research Findings into Practice: A Consolidated Framework for Advancing Implementation Science." *Implementation Science* 4 (2009): 50.