



Digital tools quest

Relevant escape room scenario & project resource	• ER2 Video and photo editing • ER6 Online influencers
Target group & needs	• Age range: 15-25 • Group size: 3-6 participants • Prerequisites: Basic experience with smartphones, messaging apps, and web navigation
Duration	45-60 minutes
Target competence areas	• Collaboration through digital tools • Effective communication and data sharing • Managing digital content and workflows
Objectives	• Use collaborative digital platforms to work as a team • Navigate mobile or web-based tools to access and complete tasks • Create, name and organise shared digital documents and apply common organisational rules • Communicate clearly through digital messages and task instructions
Materials & equipment	• Smartphones or tablets (at least 1 per 2 participants) • Internet connection • Access to a shared digital space (shared documents such as Google Docs, OneDrive or Dropbox)



	• QR codes (printed) • Pens and paper (optional backup)
Useful resources	• Microsoft - OneDrive Quickstart Guide • Kimbell - Collaborating with Google Docs: User Guide • Me-QR code generator (for trainer preparation) • Miro - 10 Kanban board examples to get things done
Setup	• Prepare a shared digital workspace. • Create QR codes linking to digital tasks or clues. • Ensure all participants can access the chosen platform before starting. • Assign one device per team if devices are limited.
Step-by-step instructions	Step 1 – Mission briefing (5 min) Participants are told they are entering a digital management team. The system is disorganised and communication is failing. Their task is to restore order using digital tools to save the company from chaos. Step 2 – QR navigation challenge (15 min) Players scan QR codes placed around the room to: • Access task instructions and templates • Navigate between different digital spaces (documents, folders, forms) They need the QR codes to access all the documents. Step 3 – Digital organisation puzzle (10 min) Participants reorganise a messy digital folder: • Rename and organise files in the correct folders • Set correct sharing permissions



	Step 4 – Digital communication mission (10 min) Participants receive fragmented instructions via chat screenshots or comments on a document. They must: • Clarify tasks digitally • Assign roles and tasks Step 5 – Collaborative document task (15 min) Participants must jointly complete a shared document: • Follow naming conventions • Insert assigned content • Avoid overwriting others' work Clear digital communication is required to succeed. Once all the content is adequately completed with the right settings in the right folders and following the instructions given in the QR codes, the game ends as the company's digital space is now in order.
Debriefing questions	• What caused confusion in digital communication? • Why is naming and organising files, folders and tasks important in teamwork? • How did digital collaboration differ from face-to-face collaboration?
Assessment & evaluation	• Observation of how participants used tools collaboratively and efficiently • Quality and clarity of digital communication • Reflection: "Digital habits I will change or improve"



Variations & adaptation	• Low-tech version: Use screenshots and printed mock-ups instead of connected tools. • Beginner groups: Focus on one key platform. • Advanced groups: Add more time pressure, more varied files or simultaneous document editing. • Neurodiverse learners: Add clear instructions, visual icons, simplified folder structures.
Trainer tips	• Choose tools participants would likely encounter. • Emphasise process and teamwork over speed. • Encourage teams to plan before acting digitally. • Remind participants that mistakes are part of learning digital collaboration.
References & further readings	• European Social Fund Plus. (2025). Digital Works for Youth. • European Commission. (2025). DigComp 3.0: European Digital Competence Framework.



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