Week 12 Comp4050 Meeting notes

Plan for today:

* Subject and Kate surveys
* Breakout rooms for teams
* Mini-lecture presentation on working in teams
* Progress update

Team:

* Chris and Katrina made a YouTube account to assist new users on the Help Centre page.
* Each team member needs to comment through each .js file to identify what work they have completed.
* Ameer has volunteered to create the README for the code.
* We need to change the pictures of each user account. From the previous demonstration, they were set to be pictures of Tony; some users need to have their profile pictures changed.
* Presentation is going to be in week 13 of the semester.

Kate’s Lecture: Working in Teams

* Join the right company for you
  + People often make compromises and take whatever is offered to them
* The elevator pitch
  + Figure out who you are
  + Know your strongest skills and experience
  + Explain how you’re an asset to the company
  + Tell your story
  + Be clear and confident
* Your manager
  + Your direct/immediate manager:
    - On your side
    - Has his own bosses
    - Guides the project
    - Guides your professional development
* “The 7 habits of highly effective people”
  + Be proactive
  + Begin with the end in mind
  + Put first things first
  + Think win-win
  + Seek first to understand, then to be understood
  + Synergise
  + “Sharpen the saw”
* Covid19 and post-Covid workplace
  + Telecommuting
  + Virtual teams
  + Trends to stay:
    - Working from home
    - “The long weekend” trend
* Remote/virtual teams
  + Challenging
  + Get the team physically together early-on
  + Clarify tasks and processes, not just goals and roles
  + Commit to a communication charter
  + Leverage the best communication technologies
  + Build a team with rhythm
  + Create a “virtual water cooler”; Casual-bants-and-memes text channel
  + Clarify and track commitments
* Working in teams
  + Fun – you are not alone
  + Challenging – people interactions, achieving a common goal

*Do what you love, and you’ll never work another day in your life.*

Presentation Q and A:

* 15 minutes + 5 for questions
* Treat this presentation as presenting the final product, forget about everything said so far.
* It’s okay to be repetitive from previous weeks, as we have probably made changes and what was valid in previous sprints may not be valid now.