Global Peer Interaction - Phase A Tracker

***Section A: Background***

Provide the following background information

|  |  |
| --- | --- |
| Team ID | 1034A Popcorn |
| Name of global team peer(s) | Lexy Dowling |
| Email of global team peer(s) | [ldowling4@student.gsu.edu](mailto:ldowling4@student.gsu.edu) |
| Introduction meeting medium (e.g., Agorize, Zoom) | Zoom |

***Section B: Checklist***

Use the underlisted checklist to track the progress of your interactions with your global team peer(s). Ensure that all required items are captured and saved in your team’s SharePoint workspace where applicable. Use the ‘Date & Comments’ column to provide detailed feedback and highlight issues that may require support from the Praxis III Facilitators and Coordinators (FaC) team. You may wish to tag the FaC team members in the comment section for quick notifications. Remember to provide a hyperlink to submission items so that the FaC team can access them.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Checklist** | **Status (Y/N)** | **Date: Comments (+ Hyperlinks)** |
| 1 | Initial contact with GSU peer(s) has taken place | Y | <https://engsci-utoronto.agorize.com/en/challenges/praxis-iii-2022-winter?list_chats=true>  Feb 01, 2022, Tuesday during group meeting2, at 9pm |
| 2 | Meeting platform and timing with GSU peer(s) confirmed | Y | <https://engsci-utoronto.agorize.com/en/challenges/praxis-iii-2022-winter?list_chats=true>  Feb 01, 2022, Tuesday during group meeting2, at 9pm |
| 3 | Introduction meeting with global team peer has been conducted. | Y | Feb 04, 2022, Friday at 12:00 pm, see meeting minute. |
| 4 | Initial contact email is loaded in SharePoint. | Y | Feb 04, 2022  The description in this document is unclear. I assume that we need to send out a confirmation email containing the agenda and a meeting summary email. We completed our initial contact with the GSU student via Agorize. The GSU student did not give us her email until the end of Zoom meeting, so I assume we do not need to email her before the meeting. |
| 5 | Meeting agenda is captured in the meeting confirmation email | Y | Feb 12, 2022  Here I believe this is another email, different than the meeting summary email. |
|  | Meeting summary email has been loaded into SharePoint. | Y | FEB 11, 2022 |
| 7 | Attendees are captured in the meeting summary email. | Y | FEB 11, 2022 |
|  | Discussion highlights are captured in the meeting summary email. | Y | FEB 11, 2022 |
| 9 | Action items are captured in the meeting summary email. | Y | FEB 11, 2022 |

Meeting Agenda:

Introduce to each other

* Self-introduction
* Teams values
* Communication/working styles

Opportunity statement

* Use the opportunity statement
* Possible Framings/possible value propositions
* Any questions?

Stakeholder Identification   
o How well has the team explored who the main external stakeholders   
(focus on plural) are?

o Are there other important external stakeholders the team could   
consider?

She said we did a pretty good job, look good to her

Secondary Stakeholders:

* Government policy making: convince citizens to use it
* Local business, might be affected in terms of profit
* Find locations that have similar contexts for non-functionality research

• Value Identification   
o How well has the team explored the various kinds of value that can be   
provided to these stakeholders?

Talked about SDG values, she said we did very well in exploring the values

Scalability, would the government be able to use this for other livestock?

To gain support from the government

Multifunctional for sustainability purpose also aligns with the UNSDG goals

o Are there other kinds of value that can be provided that the team could   
consider?

Again multifunctional

Has to identify the impact of the issue, other wise government will not help regulate.

• Value Proposition   
o How well has the team articulated the value of their proposed design,   
the approach for achieving this design and what it might provide for   
the various stakeholders?

Went over the requirements, she said we did a pretty good job.

What did she ask?

o What would you recommend that the team think about or pay   
attention to going forward (especially as it relates to providing value   
and aligning these with the UN SDGs - <https://sdgs.un.org/goals>)?

Recommendations:

What would we do if the go beyond 2 km?

* Risks?
* Someone keeps track of their feedback

Action Items：

Send follow-up email (save a copy to this folder: Housekeeping → GSU\_Interactions)

Hi Lexy,

Nice to hear from you. Our team is excited to work with you for the following semester. We could meet on Friday from 12pm – 1pm on Zoom, and we will send you a link before the meeting. Let me know if that works for you. Looking forward to meeting you!

Cheers,

Team 1034A

Meeting Minutes

12:03 Introductions, everyone takes turns

12:06 introductions done

12:07 looking at opportunity, recap what we think + opportunity statement

12:09 go over scoping

12:12 go over non functional research

12:15 talking about climate and geography

12:20 stakeholder identification and possible questions

12:25 secondary stakeholders

12:30 going over possible solutions

12:35 value identification

12:41 requirements model

12:47 discussing a multifunctional approach

12:50 next meeting plans, general housekeeping

12:53 meeting ended

Meeting minutes: