

AUTSPACES' PROJECT  
MANAGEMENT

# Project Management with GitHub

29/11/2021

# Hi! I'm Sophia.

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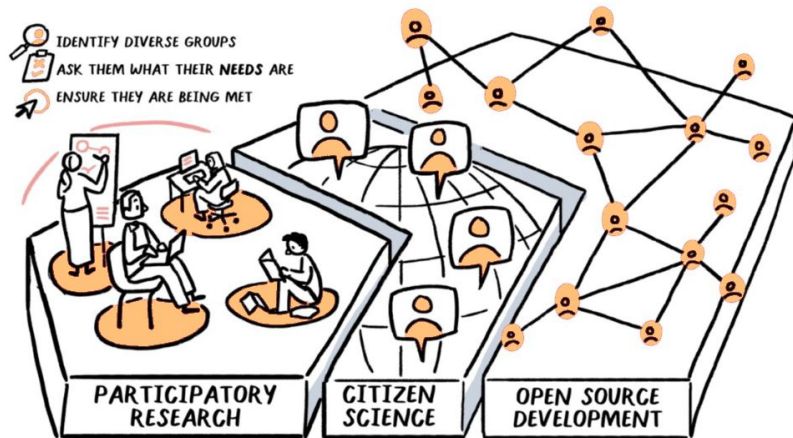
I'm a contributor on the AutSPACES project working alongside the Turing team on community engagement, UX design and **Project Management.**



# What is AutSPACES?

AutSPACES is a **co-created, participatory, citizen-science** platform which will be used to investigate how sensory processing differences affect the daily experiences of autistic people.

Data, documentation, details, and community recommendations, as well as supporting documents, protocols, and more, are all publicly available (**on GitHub**).



OPEN HUMANS



The  
Alan Turing  
Institute

## What is GitHub.

GitHub provides space and tools for collaboration and maintenance of projects (**NOT JUST CODE!**).

It's an online web interface for collaborating, developing, sharing and using a version control tool called "git".

## Where the world builds software

Millions of developers and companies build, ship, and maintain their software on GitHub—the largest and most advanced development platform in the world.

[Sign up for GitHub](#)

# First steps on GitHub

Here, we provide step-by-step instructions to get started with GitHub.



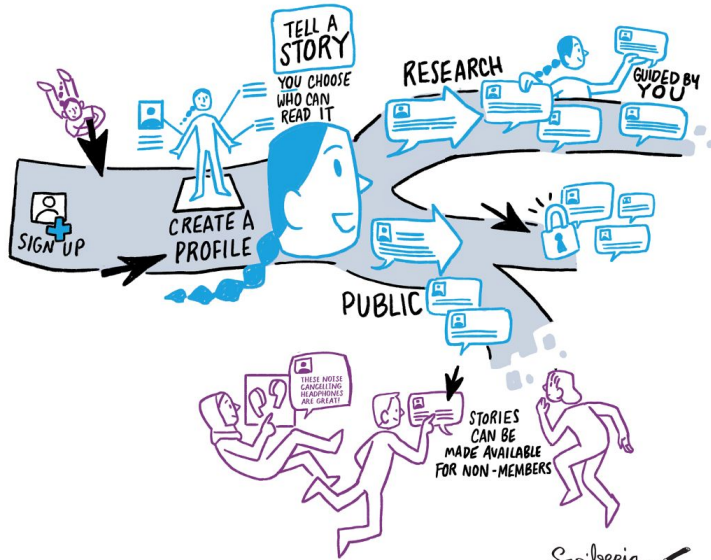
The screenshot shows the GitHub interface for the repository 'EKaroune/trial-repo'. Twelve numbered callouts point to the following elements:

- 1. Username**: Points to the repository owner 'EKaroune'.
- 2. Repository**: Points to the repository name 'trial-repo'.
- 3. Code**: Points to the '<> Code' button in the repository header.
- 4. Main**: Points to the 'main' branch dropdown.
- 5. Branch**: Points to the '1 branch' dropdown.
- 6. README.md**: Points to the 'README.md' file link.
- 7. Green Code button**: Points to the green 'Code' button in the file toolbar.
- 8. '+' symbol**: Points to the '+' icon in the top right navigation bar.
- 9. Fork**: Points to the 'Fork' button in the top right.
- 10. Add file**: Points to the 'Add file' dropdown button.
- 11. Commits/ Clock symbol**: Points to the '1 commits' link.
- 12. Edit/ Pencil symbol**: Points to the pencil icon next to the 'Releases' section.

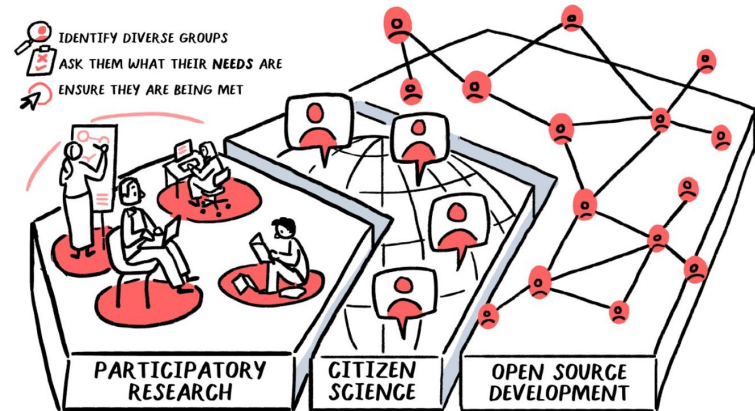
# HOW AUTSPACES USES GITHUB FOR PROJECT MANAGEMENT

# About AutSPACEs.

## AutSPACEs Platform.



## AutSPACEs Project.



# About AutSPACEs.

AutSPACEs Platform.

## AutSPACEs

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all contributors 12

*Code repository for AutSPACEs: the Autistica/Turing citizen science platform*

AutSPACEs Project.

## Autistica/Turing Citizen Science

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chat on slack receive our newsletter ❤️ all contributors 27

*Project management and resource repository for the Autistica/Turing Citizen Science project*



# About AutSPACEs.

AutSPACEs Platform.

## AutSPACEs

---

all contributors 12

*Code repository for AutSPACEs: the Autistica/Turing citizen science platform*

AutSPACEs Project.

## Autistica/Turing Citizen Science

---

chat on slack receive our newsletter ❤️ all contributors 27

*Project management and resource repository for the Autistica/Turing Citizen Science project*

# AutSPACES Project Management.

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- Milestones.
- Issues.
- Documentation.



# Milestones.

Milestones for the project that are treated as their own mini projects.

- Use Kanban boards within GitHub
- Similar to “Epics” from agile

|  |   |
|--|---|
| 📌 8 Open ✓ 2 Closed  |   |
| <b>Moderation</b><br>No due date ⌚ Last updated 5 days ago<br><br>Co-create the moderation process with the autistic community and get it working with the platform. | <div><div></div></div><br>31% complete 11 open 5 closed<br><a href="#">Edit</a> <a href="#">Close</a> <a href="#">Delete</a>  |
| <b>Dissemination</b><br>No due date ⌚ Last updated 8 days ago  | <div><div></div></div><br>71% complete 11 open 27 closed<br><a href="#">Edit</a> <a href="#">Close</a> <a href="#">Delete</a> |
| <b>Reporting and Accountability</b><br>No due date ⌚ Last updated 14 days ago  | <div><div></div></div><br>66% complete 10 open 20 closed<br><a href="#">Edit</a> <a href="#">Close</a> <a href="#">Delete</a> |
| <b>Platform Delivery</b><br>No due date ⌚ Last updated 14 days ago   | <div><div></div></div><br>38% complete 27 open 17 closed<br><a href="#">Edit</a> <a href="#">Close</a> <a href="#">Delete</a> |
| <b>Sustainability</b><br>No due date ⌚ Last updated about 1 month ago  | <div><div></div></div><br>33% complete 4 open 2 closed<br><a href="#">Edit</a> <a href="#">Close</a> <a href="#">Delete</a>   |
| <b>Building a Healthy Community</b><br>No due date ⌚ Last updated 3 months ago   | <div><div></div></div><br>63% complete 25 open 43 closed<br><a href="#">Edit</a> <a href="#">Close</a> <a href="#">Delete</a> |
| <b>Get Ethics Approval for Platform</b><br>No due date ⌚ Last updated 6 months ago<br>This Milestone is about achieving ethics approval from The Alan Tur...(more)   | <div><div></div></div><br>0% complete 3 open 0 closed<br><a href="#">Edit</a> <a href="#">Close</a> <a href="#">Delete</a>    |
| <b>Data Management</b><br>No due date ⌚ Last updated 9 months ago  | <div><div></div></div><br>50% complete 2 open 2 closed<br><a href="#">Edit</a> <a href="#">Close</a> <a href="#">Delete</a>   |

Search or jump to... Pulls Issues Marketplace Explore

alan-turing-institute / AutisticaCitizenScience Public

Watch 14 Star 19 Fork 20

<> Code Issues 171 Pull requests 34 Discussions Actions Projects 13

Label issues and pull requests for new contributors Dismiss

Now, GitHub will help potential first-time contributors discover issues labeled with good first issue

Filters is:issue is:open Labels 36 Milestones 8 New issue

171 Open 168 Closed

| <input type="checkbox"/> | Author   | Label                               | Projects | Milestones | Assignee | Sort |
|--------------------------|--|-------------------------------------|----------|------------|----------|------|
| <input type="checkbox"/> | AutSPACES Support Page                                     | good first issue Moderation Ongoing |          |            |          |      |
|                          | #600 opened 3 days ago by skfantoni 5 tasks                |                                     |          |            |          |      |
| <input type="checkbox"/> | Write Guidelines for moderators                            | Moderation                          |          |            |          |      |
|                          | #598 opened 7 days ago by GeorgiaHCA Moderation            |                                     |          |            |          |      |
| <input type="checkbox"/> | Update Newsletters readme                                  | Repository                          |          |            |          |      |
|                          | #594 opened 8 days ago by GeorgiaHCA Dissemination         |                                     |          |            |          |      |
| <input type="checkbox"/> | Define procedures for moderation workflow                  | Blocked Moderation                  |          |            |          |      |
|                          | #593 opened 8 days ago by soledadli 1 task done Moderation |                                     |          |            |          |      |

# Issues.

Historically to flag an “issue” with the code (i.e. a bug 🐛)

Can also be used for project management...

- ☐ ☒ **Autism Glossary** Moderation priority-med  
#542 opened on 23 Aug by skfantoni 11 tasks
- ☐ ☒ **Collect and plan all tasks that need to be carried out for the moderation process** Moderation  
#532 opened on 23 Jul by lottycoupat 1 of 12 tasks Moderation
- ☐ ☒ **Create impact stories 1-pager for AutSPACES** community Engagement and promotion  
#531 opened on 21 Jul by lottycoupat
- ☐ ☒ **Collate content for the platform's About page.** Beginner community design good first issue help wanted  
#529 opened on 21 Jul by lottycoupat 8 tasks Platform Delivery
- ☐ ☒ **Netlify page for meet-up sessions** Accessibility and Inclusion community Engagement and promotion enhancement events  
#521 opened on 7 Jul by GeorgiaHCA 2 of 6 tasks Building a Healt...
- ☐ ☒ **[Invitation] Don't know where to get involved with the AutSPACES project? Here are specific project ideas for new and existing contributors.** good first issue  
#517 opened on 28 Jun by lottycoupat 14 tasks
- ☐ ☒ **Create a promotion pack for AutSPACES project** Beginner community Engagement and promotion good first issue  
#516 opened on 28 Jun by lottycoupat 3 tasks
- ☐ ☒ **Testing of Code of Conduct** good first issue Moderation  
#514 opened on 22 Jun by lottycoupat 5 tasks
- ☐ ☒ **Draft stories for moderation testing of the Code of Conduct** good first issue Moderation  
#513 opened on 22 Jun by lottycoupat 2 tasks

# Issues.

Issues = Tasks.

- Summary of what the task is, what it relates to, and who can help.

Then tagged with the appropriate label (based on the milestone it relates to).

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Filters is:issue is:open Labels 36 Milestones 8 New issue

171 Open 168 Closed

| <input type="checkbox"/> | Author   | Label   | Projects | Milestones | Assignee | Sort |
|--------------------------|--|---|----------|------------|----------|------|
| <input type="checkbox"/> | <a href="#">AutSPACes Support Page</a>                     | <a href="#">good first issue</a> <a href="#">Moderation</a> <a href="#">Ongoing</a> |          |            |          |      |
|                          | #600 opened 3 days ago by skfantoni 5 tasks                |   |          |            |          |      |
| <input type="checkbox"/> | <a href="#">Write Guidelines for moderators</a>            | <a href="#">Moderation</a>  |          |            |          |      |
|                          | #598 opened 7 days ago by GeorgiaHCA Moderation            |   |          |            |          |      |
| <input type="checkbox"/> | <a href="#">Update Newsletters readme</a>                  | <a href="#">Repository</a>  |          |            |          |      |
|                          | #594 opened 8 days ago by GeorgiaHCA Dissemination         |   |          |            |          |      |
| <input type="checkbox"/> | <a href="#">Define procedures for moderation workflow</a>  | <a href="#">Blocked</a> <a href="#">Moderation</a>                                  |          |            |          |      |
|                          | #593 opened 8 days ago by soledadli 1 task done Moderation |   |          |            |          |      |

# Issues.

- Naming conventions.
- Status.
- Who's working on it.



BrainonSilicon commented 29 days ago · edited ▾

Collaborator 😊 ⋮

## Summary

👉 This issue outlines the design process steps that need to happen in order to develop a "User Experience" for the platform.

The "user experience" of the platform covers everything from the aesthetic (the look) to the usability and functionality of the platform. It's really important to follow a process that has the user's needs first in order to develop a platform that's accessible.

As designers, we have to understand what a user, or a group of users (aka. persona) needs in order to achieve their goal (aka. why they came to a page). "User" means anyone who will use the platform. The users could be researchers, autistic individuals, and policy makers. These are examples of "personas", or "people who will use the platform".

You can read more about the UX Design process [here](#)

## UX Design Process

### 1. Defining the Space


- what it is
- who will use it
- why they will use it

We know what the platform is, but we need a better understanding of who will use it, and why.

We've got a starting mock up for the platform (found [here](#) on Figma) but need to dig deeper into why and who in order to develop something great!

# Issues.

Overview of the "task" and what steps need to be taken to progress it.




GeorgiaHCA commented 25 days ago

Collaborator Author ...

I have added an edited version of the original introduction to the new CoC. I've cut it down and simplified it whilst also making it slightly more direct (ie. will be expected to follow... changed to is required to follow...). Let m know what you think.

I think this is great Susanna. I think it is warm in tone and clear



GeorgiaHCA commented 25 days ago

Collaborator Author ...

How can we make caregivers feel welcome whilst making it clear where the barrier is?  
How do we clearly lay out the 'rules' to those who don't naturally adhere to them without isolating or 'judging'?


These are really excellent questions, which I think gets to the heart of why a bespoke CoC for AutSPACes is so important.

My view for the first point is that we can be very explicit about valuing the input of caregivers, and welcome them and their support, and we can also explain the reasons for any restrictions. We can also include links to other places where caregivers can go for support?

The second one is so tricky. I think it's really important that we don't encode any arbitrary, neurotypical norms, and that we encourage diverse forms of expression. Again, I think that being very explicit about this is important. We should also have very clear reasons why we will not accept, or we want to discourage, certain behaviours. If there are no clear reasons why a rule is there, we should remove it from the code of conduct, as it may just be reflecting neurotypical bias.

A final point would be to welcome feedback from all, and be open to iterating the code of conduct. Recognising room for learning and that we do not have all the answers will change the power dynamic, and give people an opportunity to be represented.

These are just my views! Would be curious what others think. Again, your deep thinking and reflection is hugely appreciated @skfantoni



skfantoni commented 23 days ago


Collaborator ...

Heya - thanks for your careful thinking and hard work on this Susanna! To respond to some of your queries:

[ ] What do we mean when using the term 'neurology'?

This term comes from the code of conduct for AutAngels which is an autistic community. I adapted it following the advice of Caroline Hearst after a talk of hers I went to, to give a rough start. It is a little confusing as a term. I think it is around respecting the unique and diverse different brains people have, and avoiding neurotypical bias. How would you want to define/rephrase it?

Had a late night motivation boost. I've started putting all the discriminatory topics into a table. I'm wondering if we could just use the term 'Neurodiversity'. It'll be included in our glossary and doesn't cut out neurotypical people just emphasises that there's not only one way of thinking.




soledadli mentioned this issue 7 days ago

Define procedures for moderation workflow #593

1 task

Open



skfantoni commented 5 days ago

Collaborator ...

How do we intend to respond to stories that include comparisons?

- Comparing your experiences to someone you know
- Comparing your experiences to another story

I feel this is something that may arise when people discuss their own sensory differences. If there's no identifying factors when describing the 'other person' is this ok? Or do we consider it writer on behalf of someone without consent?

# Issues.

Overview of the “task” and what steps need to be taken to progress it.

Not all issues are “action items” some of them are used to capture discussion.



### Suggestions for tasks that can fix this issue

Open convert to issue

- ⋮ ☐ Who will be using the page and why (what are their goals and what do they need to achieve them?)
- ☐ What pages need to exist and why (what do they achieve and how do they address a user need?)
- ☐ What functional components and values props need to go on each page?
- ☐ Develop wireframes following grid format that are matched with accessibility guidelines for each page
- ☐ Create copy for each component

## Issues.

Issues can then contain (or create) other issues.

This helps with interoperability.

README.md



## Moderation

---

This folder contains information and resources relating to co-creating a moderation process for the AutSPACes platform. You are invited to help design the moderation for the AutSPACes platform. To get involved in moderation, take a look at the [issues labelled moderation](#) on this repository, or come to one of our meetup sessions.

## Issues -> Decisions.

Capturing the dependencies and decision making process in markdown files...

...That then go into their corresponding folder.

```
1 # Markdown Preview
2
3 Type on the __left__, see it
4 • _rendered_ on the __right__.
5
6 This is a
7 • [link](https://github.com).
8
9 - and this is
10 - a list
11
12 :tada: :fireworks:
```

## Markdown Preview

Type on the **left**, see it *rendered* on the **right**.

This is a [link](https://github.com).

- and this is
- a list



## Issues -> Decisions.













Capturing the dependencies and decision making process in markdown files...

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|  |   |   |  |
|--|---|---|--|
| <div> <div>17</div> <div>platform-designs/design-architecture/README.md</div> <div></div> </div> |   | <div> <div>&lt;&gt;</div> <div></div> <div>...</div> </div> |  |
| ... @@ -1,16 +1,23 @@  |   |   |  |
| 1  | # Design Architecture   | 1   | # Design Architecture  |
| 2  |   | 2   |  |
| 3  | - ## Information Architecture   | 3   | + This folder contains key information about how the pages of the platform fit together and how someone can navigate the platform.   |
| 4  |   | 4   |  |
| 5  | - Information Architecture(IA) is a diagram which shows the journey of how a user would interact with the platform.   | 5   | + ## [Information Architecture](autspaces-ia-diagram-15-11-2021.md)  |
| 6  |   | 6   |  |
| 7  | It's useful for outlining the relationship between pages on the AutSPACES platform and to review if the features on each page correctly address user needs. | 7   | + Information Architecture(IA) is a diagram which shows the journey of how a user would interact with the platform.  |
| 8  | -   | 8   | It's useful for outlining the relationship between pages on the AutSPACES platform and to review if the features on each page correctly address user needs.                                |
| 9  | IA focuses on two elements: <b>where a user is</b> and <b>where to find information a user needs</b> .  | 9   | IA focuses on two elements: <b>where a user is</b> and <b>where to find information a user needs</b> .   |
| 10   |   | 10  |  |
| 11   | ### How to read an IA Diagram   | 11  | ### How to read an IA Diagram  |
| 12   | * The diagram reads as a hierarchy from top to bottom with each layer starting with a "parent" element that has corresponding "child" elements.             | 12  | * The diagram reads as a hierarchy from top to bottom with each layer starting with a "parent" element that has corresponding "child" elements.  |
| 13   |   | 13  |  |
| 14   | - ## IA Diagrams  | 14  | + ## IA Diagram  |
| 15   | - >link to this one   | 15  | + ![AutSPACES IA Diagram 15-11-2021](https://github.com/alan-turing-institute/AutisticaCitizenScience/blob/master/platform-designs/design-architecture/autspaces-ia-diagram-15-11-2021.md) |
|  |   | 16  | +  |
|  |   | 17  | +  |
|  |   | 18  | + ## [User Flow](https://github.com/alan-turing-institute/AutisticaCitizenScience/tree/master/platform-designs/design-architecture/user-flow) diagram for the platform's prototype.        |
|  |   | 19  | + *A user flow is a visual representation, either written out or made digitally, of the many avenues that can be taken when using an app or website.*                                      |

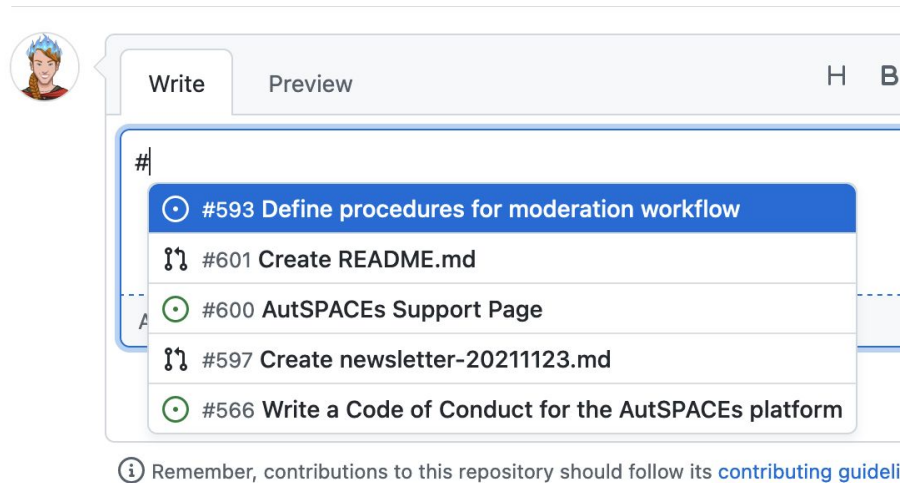
# Folder Structure.

- Scalability: what does it need today, what will it need in 12mo?
- Interoperability
- Process driven (e.g. design process, development process)
- README.md

|   |                        |
|---|------------------------|
|      | ARCHIVE-fujitsu        |
|    | design-architecture    |
|    | design-brief           |
|    | design-changes         |
|    | design-content         |
|    | design-process         |
|    | design-requirements    |
|    | design-research        |
|    | design-system          |
|    | wireframes             |
|    | README.md              |
|  | design-introduction.md |

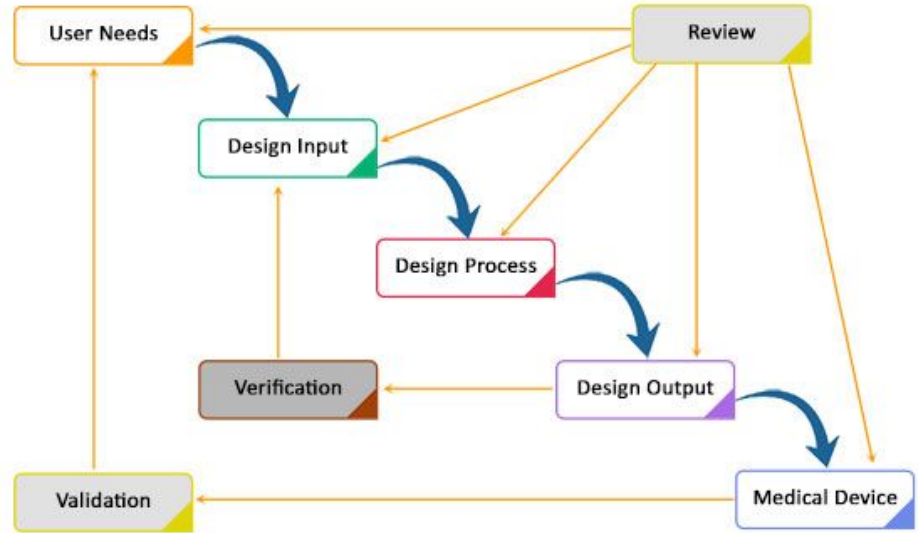
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Medical Device Design:

<https://www.einfochips.com/blog/medical-device-design-guide-for-medtech/>

# Folder Structure.

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UX Design Process:

<https://www.invisionapp.com/inside-design/6-stages-ux-process/>



# Folder Structure.

---

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- README.md

## Platform Designs

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In this folder, you will find key information about the Design of the platform.

### Where to start.

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You can get started by reading the [design-introduction.md](#) file which gives an overview of what design is, the design process AutSPACES uses, and definitions for the design terminology that is used.

### Folder Structure

---

#### [ARCHIVE-fujitsu](#)

This folder contains design information from the Fujitsu prototypes of the platform. Many of these documents are no longer used but still important.

#### [design-architecture](#)

The design-architecture folder contains information relating to how the pages of the platform fit together and how someone can navigate the platform.

#### [design-brief](#)

This folder contains the design briefs for the platform.

#### [design-changes](#)

This folder contains change logs or information relating to changes across designs.

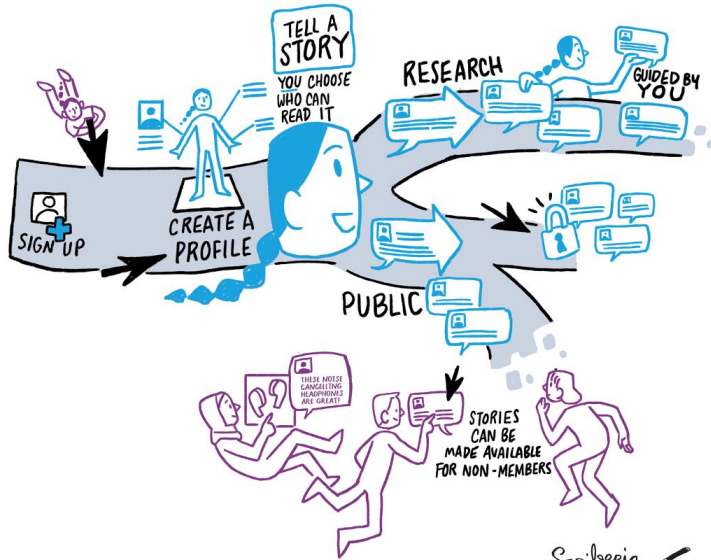
#### [design-content](#)

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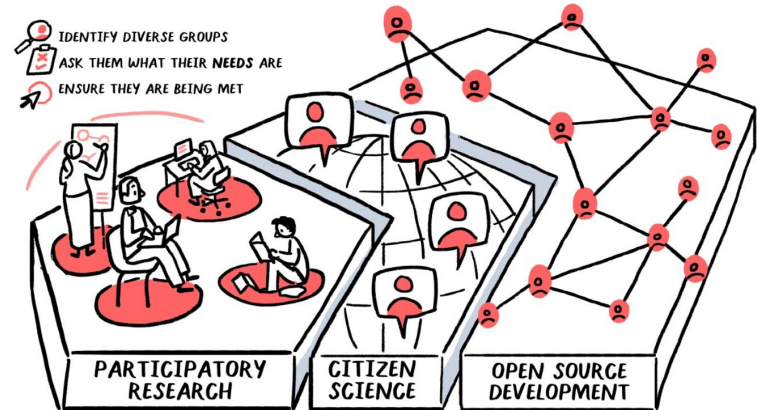
Summary.

# Summary: About AutSPACES.

## AutSPACES Platform.



## AutSPACES Project.



# Summary: AutSPACeS Project Management.

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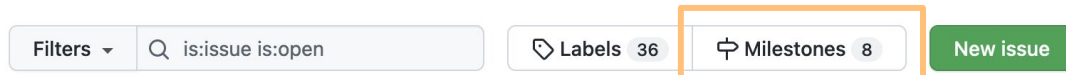
- Milestones.
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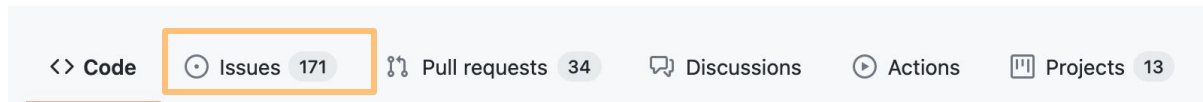
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# Open to all contributions.

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