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# Practicum Orientation Session

Solutions Leaders - May 15, 2019

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# We're launching!

You are about to experience firsthand what a Design thinking approach can bring and what working in an Agile, multidisciplinary team doing rapid prototyping feels like. We hope you enjoy the experience!



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## Bayview Yards

7 Bayview Roads,  
Ottawa

Opening hours:  
8:30AM-5:00PM

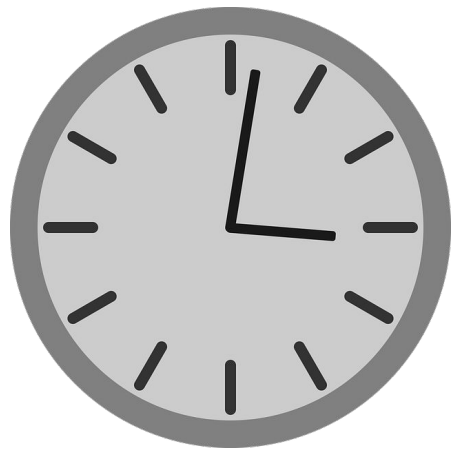
Near bus route

Less than 10  
minutes from  
downtown  
Ottawa

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## Location





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# Practicum Schedule

**May 21 - 28, 2019**

9:00 AM - 4:30 PM

Registration starts at 8:30 AM on  
Tuesday, May 21st.

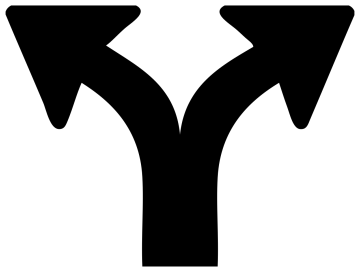
**May 29 - June 7**

Doors open at 8:30 AM and close at  
5:00 PM

**June 11 - Showcase and Award Event**

Registration starts at 8:00 AM, and  
day starts at 9:00 AM

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# Approach

During the first week of the practicum, multidisciplinary teams with representatives from all Premium streams reframe the problems brought forward by solutions leaders, and ideate on potential solutions.

During the second and third weeks, teams work on potential solutions using Agile methods and an iterative process involving feedback from other teams and expert panels.

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# Key Dates to Remember



- May 21: Launch – Beginning of Sprint 0 (problem incubation, ideation, selection of ideas for prototyping)
  - May 28: Beginning of Sprint 1 (prototyping)
  - May 31: Panel presentation
  - June 3: Beginning of Sprint 2 (prototyping)
  - June 7: Last day of prototyping
  - June 10: Demo prep
  - June 11: Showcase and Award Day (Bayview)
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# Key Dates and Times - Week 1

- Tuesday, May 21, 9:00 AM -12:00 PM: Practicum Launch
  - Wednesday, May 22, 9:00 AM -12:00 PM: Empathy - user or stakeholder perspective
  - Thursday, May 23, all day:
    - Innovation Leadership training for leaders;
    - problem pitch by teams; decision point for leaders
  - Monday, May 27, 1:00 PM-4:00 PM: Concept pitch by teams; decision point for leaders
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Your team will be successful if at the end of the practicum you have:

- A more sophisticated understanding of the problem; or
- A solution concept; or
- A prototype that reproduces functional aspects of a future end state product, process or service.

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# What Your Team Has to Produce







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# Your Responsibilities as Leader

- provide a safe space for your team to explore and experiment
  - provide direction to your team while promoting the following digital standards
    - design with users in mind
    - iterate and improve frequently
    - work in the open by default
    - use open standards and solutions
    - address security and privacy risks
    - build in accessibility from the start
    - collaborate widely
  - give green light for your team to move forward at key decision points during the first week of the practicum and afterwards
  - present or guide the presentation of iterations of your solution to other teams and panels throughout the practicum
  - share information and problem solve with other Solutions Leaders
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# How to Organize as a Team

Teams of 4-6 are formed prior to the practicum, with representatives from each stream. They are expected in Week 2 and 3 to

- self-organize by using an Agile framework called scrum and its practices and events such as
  - Daily 15-minute stand up (also known as daily scrum)
  - Sprint planning
  - Sprint review
  - Sprint retrospectives
- work on site (co-located)
- collaborate with other teams

Image source: [Ben30](#),

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Assessed by a  
5-member jury  
panel on June 11  
as part of the  
showcase and  
Award event

Teams will each  
have between 5-7  
minutes to  
present

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# Evaluation Criteria for Solutions

Understanding of the problem
Process followed to get to the solution
Desirability and long-term viability
Potential impact on organizational results
Quality of storytelling

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## Awards Categories:

- Best understanding of the problem
- Best use of data
- Best integration of user feedback
- Best pivot
- Greatest potential impact on organizational results
- Most compelling storytelling
- Audience choice (voted by the audience)

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# Mandatory Elements for Demos

- problem the solution is trying to solve;
- people impacted by the problem;
- process taken to arrive at the solution;
- solution itself;
- benefits; and
- next steps.





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## Support and Tools

- Agile coaches for support in getting started with backlogs, daily stand-ups, retrospectives, etc.
  - Living Library: subject matter experts available upon request
  - Digital Academy Team: Louise, Ashley, Cory
  - Communication tool: Slack
  - Content/code repository: GitHub
  - Backlogs: Trello
  - Virtual meetings: Zoom
  - Documenting your experience: Twitter #Practicum 2019
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# Logistics

- **Getting there:** Limited parking space. Public transit recommended
  - **Dress code:** casual
  - **Allergies:** Please refrain from using fragranced products for the duration of the Practicum
  - **Special needs:** Please contact us at [csps.practicumdigitalacademy-practicumacademiedunumerique.efpc@canada.ca](mailto:csps.practicumdigitalacademy-practicumacademiedunumerique.efpc@canada.ca)
  - **Food services:** small food counter on site opened daily from 8:00 am to 3:00 pm. **For the first week of the Practicum (May 21 to 27), we recommend that you bring your lunch.** There are a few [locations](#) within walking distance where you can also grab a bite.
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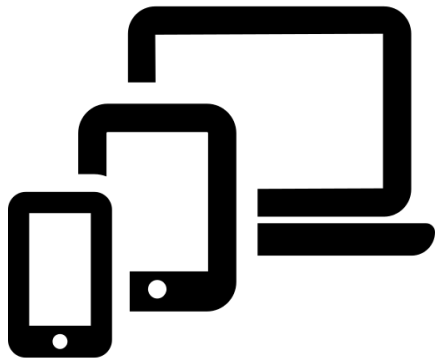


Image source: [Freepik](#)

# Devices

- Bayview offers free wifi throughout the building,
- Please note that you won't be able to charge any devices at the tables, so make sure they are fully charged at the beginning of each day.
- If you weren't assigned a device or forget it, you can use your work device or your own personal device. Please note that your work device may block some or all of the sites and tools needed.
- At the end of the day you will need to complete the daily tap out survey on Google form, which will be posted in Slack.
- Cory Dignard on site to get you started with Slack, GitHub, zoom, trello or any other tools you would like to use with your team.

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# Questions?

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