

# LAGE2 Collaboration - Supporting and managing students' extracurricular activities

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## Activities Report

**Abstract**—This semester the activity I chose for the course of PPIV was to continue to join forces with LAGE2, a students group based in TagusPark. With my work in the Redaction Team I wrote the new content needed for future use in the site and also helped the Book Fair team by inserting and updating elements from their database. My help in the creation of the content for the site was vital, since LAGE2 had the idea of updating it some time ago, but they lacked staff to help achieve it. As I gathered the information needed and crafted some fine texts, we can update the site shortly, and show the work of LAGE2 to the maximum number of students in the Internet. This was the main result of this activity, together with the successful update of the Book Fair database. The report will cover the work done in these months, what I did and how I did it.

**Index Terms**—LAGE2, group, Redaction Team, content, site, Book Fair, multimedia, database.

## 1 INTRODUCTION

**I**N this course every semester it is required for the students to take part in one activity among a list of activities proposed by the Professor. Taking in consideration the work done in the past semester, I decided to continue to work with LAGE2, a laboratory that helps students with their extracurricular activities, and suggests them other activities to integrate them in the community and spice up their free time. My proposal was accepted and I continued working in the Redaction Team. This team works closely with the marketing and multimedia areas, to help write the texts that are used in the site, posters, etc. This semester, LAGE2 decided to go ahead with the revamping of the content of the site, because now there was people available in the Redaction Team (me) to gather the information and write the texts. I also helped in the update and insertion of elements in the Book Fair database, to allow students to buy books at a discount price.

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Manuscript received June 6, 2015.

## 2 WORK DONE DURING THE ACTIVITY

In this section I will cover the work done during the activity. It will describe the work done in the development of the new site content, meetings with the staff of LAGE2, and update and insertion of elements in the Book Fair database.

### 2.1 Creation of the site content

When I continued the activity this semester, I learned through contacts with the other LAGE2 staff that they wanted to revamp the content of the site to better show the Internet and IST community about LAGE2 - their mission, the new students in charge of the group, what activities were carried out in the past, the new activities that will be carried out, and to try and get new collaborators. I agreed with that idea and as I was working in the Redaction Team, we thought this was the right moment to go ahead with that idea, and so we started to think about what should be the new content and how it would be organized in the site. Given a set of e-mails of the various areas of LAGE2, I had to contact them and gather information about them and some other information they

(1.0) Excellent	ACTIVITY						DOCUMENT						
(0.8) Very Good	Object × 2	Opt × 1	Exec × 4	Summ × .5	Concl × .5	SCORE	Struct × .25	Ortog × .25	Exec × 4	Form × .25	Titles × .5	File × .5	SCORE
(0.6) Good	1.0	1.0	1.0	1.0	0.7		1.0	0.8	1.0	1.0	1.0	1.0	
(0.4) Fair													
(0.2) Weak													

*do NOT use contractions!*

wanted to be included in the new content for the site. During the course of two to three weeks I kept on exchanging e-mails with those areas and finally got all the data needed. Then I proceeded to write the content for the site. Take note that this content is not immediately available and will be put online in the course of the following months. These articles were divided into the several areas of LAGE2, and by knowing it was text to be used in the site, I couldn't write texts that were too big or boring, so I had to write them in an attractive and succinct way, to get the attention of the readers. With the texts written and reviewed, I asked the coordinator of the Team for a final check of the texts. He enjoyed them and gave green light for them to be put online. It will be revealed in the course of the following months (as stated above) and the Team is already thinking again about what to revamp and what should be created for the next semester. One of the focus is to continue to improve the site, and the social media platforms.

## 2.2 Meetings with the staff

The interactions with the staff played a major role in the definitions of the tasks to be made in the various areas, especially those concerning the Redaction Team where I was working. Those meetings happened in the form of gatherings of our staff in the headquarters of LAGE2 or communication through our Facebook groups and chats. Although this latter method is way easier for informal communication and it requires no physical presence, it was used for discussing small topics and ideas. In other words, topics that don't have extreme importance. There was a meeting about some sensitive topics such as how things were going at that time, what could be improved in order to better articulate the work done in the several areas, and also to improve communication between staff. Some ideas were given (they don't matter in this case) and then we discussed the activities that we could start to plan and execute. Obviously the topic of the site content and Book Fair was addressed and we all came up with a plan to deal with these issues. This meeting was important because we

were able to draw a plan to face our problems and improve all our work.



Figure 1. GFIST - One of the groups belonging to LAGE2.

## 2.3 Book Fair database

This was a rather simple task, but it was difficult to do while creating the site content. I had to manage both tasks carefully. This task involved introducing new books to be sold on the database that is used by the group, and can be seen by the students that want to buy books at a discount price or sell their old books. Besides introducing new books on the database, I had to erase some old books that were already sold or not available for some other reason. What I did was gather some information on the books: author, title, ISBN and an image, then give them a product code and put a previously decided price tag (based on old prices, or the price of a new copy) on each book. Students can then easily search for books, their information or get some instructions about the operation of the Book Fair on the following link: [lage2.tecnico.pt/lage2.daemon/feiradolivro/](http://lage2.tecnico.pt/lage2.daemon/feiradolivro/).

## 3 CONCLUSION

*Which one?*

With this activity I got a better insight of what happens inside these student groups in IST, how they come up with their ideas, how they execute them, how should these groups be structured and how they work and integrate the several areas to maintain their cohesion and better serve our community. I also understood the importance of groups like LAGE2, that try to please the students with many activity offers

in various areas (photography, videogames, etc.). They are important to any university, as they enrich its culture and academic environment. I hope that in the next semester I can continue to take part in this activity, in order to help LAGE2 with my skills and efforts and have many good ideas that can drive us forward.

### ACKNOWLEDGMENTS

The author would like to thank the Professor and LAGE2 the opportunity to work in this activity, and ultimately to his family, as it allowed him to pursue his Engineering studies.

A conclusão deve começar por  
uma análise do assunto  
requerido de considerações  
sobre a experiência ou  
os resultados.

Who?