SPRING 2019 HUMAN-COMPUTER INTERACTION PROJECT

During this semester, you will undertake a group project (5 people per team) to:

• evaluate some computing-related task/problem
• develop interface design alternatives for the task/problem
• implement a prototype of your design
• evaluate your design

This is user-centered or interaction design! And the goal of this class is to provide practical and valuable experience with the tasks, research, and experimentation that interface designers do every day.

THEMES FOR PROJECTS:

The theme for this semester's projects are

"connecting to a *healthier* you"

or

"connecting to a *safer* you"

We challenge you to make better information accessible to more people to encourage better decisions. Through better decisions we can drastically improve the health/safty of people.

By design, this is a large area to explore and we will help you investigate ideas for different problems to explore in this solution. We will help you come up with possible project ideas or you can come up with your own. In the case of the latter, you must make sure you get it approved by the instructor. The critical aspect of selecting a problem is that it must matter to some "real-life" people. These people can be a small group of individuals, or a large one, or any group in-between, but they will serve as your "clients" whom you must communicate with and learn from.

It is your responsibility to find and contact the clients for your projects. They will not come to you. Therefore, you need to make sure that your problem domain has an obtainable population.

GRADING

After each milestone, each team member will complete a survey of the work of their teammates. This information will be used to adjust grades, as necessary, at the end of the semester. To be clear, lack of participation may result in an individual reduction of grade.

Likewise, doing more than your fair share of work may result in a grade adjustment. Recall, the group project is over 45% of your final grade.

Within the team, you must negotiate on how much and what each person will contribute. There are many factors that must be discussed at the beginning of the project to ensure that things go smoothly. Such factors include:

• Where do people live and what hours do they prefer to work? Some people commute from nearly an hour away!
• Where will the group meet?
• What skills do different individuals bring to the group and how can they be best utilized?
   o Remember, skills go beyond programming. Artistic design, interviewing individuals, writing, are all valuable skills.

DELIVERABLES

Each part of the project will include a deliverable report. These reports should be in PDF or HTML format and be **publicly-accessible**. Thus, each team needs to have a **public home page**, and on this home page, you should have the following information:

• Team name: feel free to be creative, but remember, you may want to use this project as something on your resumes or as a talking point during a job interview.
• Team members
• Synopsis of the problem domain your group is tackling
• Links for project milestones (i.e. Milestone 1, Milestone 2, Milestone 3, Milestone 4).

The format of these reports is up to your group, but it should be professional-prepared. Often, documentation is kept as an afterthought and is done at the last minute which is a recipe for disaster. You may use your own personal domain for the web project space.

MILESTONE 0 – TEAM CONTRACTS

Submit on eLC by 01/24/19 by 9:00 PM (It is optional to put milestone 0 on your public webpage. You are not required to). Only one person per team needs to upload this document on eLC.

OBJECTIVE: To prepare you for the teamwork in the real world, you will work in teams to complete the collaborative project. To accelerate your team's development, a team contract is generated to establish procedures and roles in order to move the team more quickly into the performing stage. This process of generating a team contract can actually help jump-start a group's collaborative efforts by immediately focusing the team members on a definite task. The group members must communicate and negotiate in order to identify the quality of work they all wish to achieve, and the level of group participation and individual accountability they all feel comfortable with.

TASK: As a team complete the team contract template below. You may add any extra sections to your contract if you feel the need for establishing team procedures, identifying expectations and specifying the consequences for failing to follow these procedures and fulfill these

expectations. To reduce the possibility for team conflict, make your contract as specific as possible.

<div align="center">

TEAM CONTRACT TEMPLATE

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Team Name: ___MediSQUAD_____

TEAM PROCEDURES

1. Day, time, and place for regular team meetings:

Friday, 1pm, Science library

2. Preferred method of communication (e.g., e-mail, text, Slack, eLC Discussion Board, face-to-face, in a certain class) in order to inform each other of team meetings, announcement, updates, reminders, problems:

Text/ iMessage group chat

3. Decision-making policy (by consensus? by majority vote?):

consensus

4. Method for setting and following meeting agendas (Who will set each agenda? When? How will team members be notified/reminded? Who will be responsible for the team following the agenda during a team meeting? What will be done to keep the team on track during a meeting?):

Overall calendar/schedule will be created at the 1st meeting of the semester, checkpoints will be set according to that and each weekly meeting agenda will follow this structured timeline. We will use the group message in conjunction with weekly meetings to notify/remind team members of tasks and responsibilities.

5. Method of record keeping (Who will be responsible for recording & disseminating minutes? How & when will the minutes be disseminated? Where will all agendas & minutes be kept?):

A google doc will be shared with all group members allowing access to meeting minutes and updated agendas based on progress that has been achieved throughout the course of each week prior to the weekly meeting. A different group member can focus on scribing minutes for each meeting.

TEAM EXPECTATIONS

Work Quality

1. Project standards (What is a realistic level of quality for team presentations, collaborative writing, individual research, preparation of drafts, peer reviews, etc.?):

very high quality, review system will ensure that work is meeting everyones standards

2. Strategies to fulfill these standards:

A review system that requires each group member to sign off on new updates to the overall project to ensure that we are all content with the overall finished product

TEAM PARTICIPATION

1. Strategies to ensure cooperation and equal distribution of tasks:

Voluntary distribution of work based on advanced skill set

2. Strategies for encouraging/including ideas from all team members (team maintenance):

New idea section on Google doc that allows each group member to list new ideas to benefit overall project. New ideas will be reviewed and potentially incorporated at the beginning of each meeting

3. Strategies for keeping on task (task maintenance):

Personal accounability and an agenda that has bi-weekly milestones as to where each persons portion of the project should be at.

4. Preferences for leadership (informal, formal, individual, shared):

Informal/shared

PERSONAL ACCOUNTABILITY

1. Expected individual attendance, punctuality, and participation at all team meetings:

Complete attendance and punctuality unless prior consultation with group has taken place

2. Expected level of responsibility for fulfilling team assignments, timelines, and deadlines:

Complete self accountability as detailed by schedule that will be created during first meeting

3. Expected level of communication with other team members:

As needed by group chat or necessary individual encounters/consultations

4. Expected level of commitment to team decisions and tasks.

Full commitment to assignments and tasks that will assist in overall completion of project

CONSEQUENCES FOR FAILING TO FOLLOW PROCEDURES AND FULFILL EXPECTATIONS

1. Describe, as a group, you would handle infractions of any of the obligations of this team contract:

conversation with group member about their failed commitment to the team/ project and how this will impact everyones overall project grade negatively
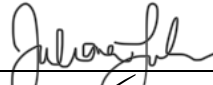
2. Describe what your team will do if the infractions continue:

escalate problem to professor

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a) I participated in formulating the standards, roles, and procedures as stated in this contract.

b) I understand that I am obligated to abide by these terms and conditions.

c) I understand that if I do not abide by these terms and conditions, I will suffer the consequences as stated in this contract.

Team Member's Name	Team Member's Signature
Juliana Lubin	
James King	
Brandon Clapper	
Paul Haynes	
Justin Madden	