

Communication

Introduction

I made this document to show the communication I have done during the semester with stakeholders, the group and interested parties.

Stakeholders

During the semester we had weekly meetings with our main stakeholder Dennis. During these meetings we discussed the process of the group and kept him up to date with the project. Robin and I also informed Dennis if we ever saw him in the halls of the process if we deemed it necessary.

For the project we also had a couple of external stakeholders. The first stakeholder was Steven van 't Klooster from Innovations. He was on the programming side of the project and we spoke with him about what they are currently using coding wise. Robin and I also had a second meeting with him where we showed our application in both desktop and mobile variants. He was very happy about what we had made and glad that he could skip a step with the making of the application.

The second external stakeholder Robin and I spoke to was Tine Averens. She is a researcher at the University of Antwerp. We spoke to her about the surveys, what results they had already gotten with the surveys and what we could change to the surveys. We also had a second meeting with her which Dennis was also a part of. During this meeting we discussed an expert panel and if we could contribute to it. She also asked us to be present when we had the expert panel. Unfortunately we couldn't be at the expert panel, since it was in Belgium.

The last external stakeholder was Mark Klerkx. Robin and I had a meeting with him to inform him of the process of the project. He was very positive about it and asked if we wanted to present the project to the consortium when it was finished

Group

The semester consisted of a group project, which consisted of 6 people: Sarah Daniali, Dylan Pipping, Matias Flores, Adryan Sedyaporna, Robin Friesen and I. Sarah, Adryan and Matias are international students, Dylan, Robin and I are Dutch students.

At the start of the project we made a group contract which had rules and the consequences for the group if someone broke them. In this contract we also specified the roles of the team. I was appointed team leader with Robin as back-up. We tried to keep everyone informed at all times of the progress that we've made and we did standups at the start of each day. During these standups we checked how everyone was doing, what they were going to do today and if they were able to do these task or if they needed help.

The communication didn't always go very well and some rules of the contract got broken, attendance was also not good for some group members. Sarah had a lot of difficulty with communicating with the group, being on location and finishing her work on time. Dylan also had trouble with communication and finishing his work on time. We talked to them about these issues. We first wanted to understand the reason why they had difficulty following the rules, attendance and communication. We asked if there was something going on that we had to take into account and if there was something we could do to help them. They said that it was something they were working on and we couldn't help them with it. After talking with them multiple times and them sadly not

improving, we made the decision to have one last talk and make the rules very clear. If you broke these rules you would be removed from the group. Dylan decided that he would leave the group due to him not being able to keep up with the work pressure. Sarah sadly broke the rules and we had to remove her from the group.

Other parties

For the semester we also needed to have users who we could test with. It was very difficult to get in contact with hospitals so we decided to visit some hospitals in person and see if we could have some contact information from them to schedule a meeting. Sarah and I went to the Máxima Medisch Centrum in Eindhoven and to the Catharina Ziekenhuis. At the MMC I asked the volunteers if they knew where we had to go and they directed us to a department. At this department I asked them if they were interested and they gave me a phone number to call and plan in a meeting, since that person was in charge of student projects. When we went to the Catharina we first went to the information desk and here I asked if they were interested in helping us. Here they gave me the media relations email. After this I went to different departments to ask them if they were interested. This way we could spread out multiple threads and have most potential for a test group. There were some departments that gave me another email or phone number to call. I passed all these contact information on towards Robin who emailed them.

Finland internship

Robin and I want to do our internship abroad in September. So we already wanted to start looking into potential internships this semester. During the Dutch Design Week we came across the Spiritus Ludi. This is a sleeve that can be worn by esports teams that stokes the arm to have their breathing go in the same rhythm and in this way feel more connected to each other. This was a project by the Häme University of Applied Sciences. This project spoke to us a lot and we were very interested about it. I also asked about internship opportunities to the person at the stand (Brain). He gave us the contact email of Joni. We also talked a bit more to him about how it was working there and what he does.

I didn't want to email too early, so end of November I email Joni to start the talks about doing an internship in Finland. He asked us about our CVs and what kind of project we would be interested in. He then said that he was going to look for a project for us to join in September. He said that he had an internship for us, but not the project yet. He can give us a project closer to September.

Conclusion

I talked to a lot of different people during the semester, both in an international context and a national context. All were positive on how the communication went