# **Brief**

This is the first meeting with the project partner: Andrea Fanjoy at Kingsway College School. During this meeting we will establish expectations for our working relationship and help define the needs of the users and the goals of the project.

# **Today’s Agenda**

## **Introductions**

## **Expectations**

* Regular meeting time. Weekly preferred. Bi-weekly at minimum
* Share our internal expectations and team culture

## **Refine Project Requirements**

* Project Overview (1 sentence)
* [Project Planning Document](https://github.com/csc301-winter-2020/project-documents/blob/master/deliverable-1/planning.md)
  + Define problem *not* solution
  + Define target users
  + Define user stories
* Scope and MVP
  + Any specific technical requirements

**Next Time**

* Next meeting is necessary for reviewing the document

# **Notes**

[OTHER NOTES AND QUESTIONS](https://docs.google.com/document/d/17PCXZKmR94SqJpsO6qhIKtWCPWTQa9RyESwPZIPXSvw/edit)

city of toronto as a classroom is a huge emphasis

* Define problem *not* solution
  + This app will make visible the learning of all students so that it can inform and inspire the learning of their schoolmates.
  + The way school is currently operating, most learning, in particular the process of learning, is invisible. At best the teacher sees the end product and sometimes there’s a showcase where the end product is shown to others. The process isn’t really documented as well as we want to. (Talking about the application: Intuitive, easy, effective for users for highly experiential learning. As an end product before students graduate, students should have an intimate knowledge of Toronto
  + The solution is not about the individual’s growth. It’s not a summative assessment, it’s about building a community where there’s a lot of learning going on.
  + No likes, no shares, no replies in our solution
  + Feed that’s embedded in the students’ learning management system. It shouldn’t be a public feed. Students, teachers, administrators could check out the feeds and use
* Define target users
  + Students
    - They would be using the feed for their own learning purpose
  + Teachers (less so)
    - Resource to encourage learning in their classroom
  + Administrators, perhaps?
    - Sometimes to put on ACTUAL social media
* Define user stories
  + Assign to a grade 9 class: Introduce students to the concept that the city can be a campus → they’re introduced to a task (go and find 5 places in Toronto and write down what learning value you obtain with engaging the place).
  + As a teacher, I want to organise this information that students.
* Meeting weekly on Wednesday (depending on Andrea), semi-flexible
* Core problem: students’ learning not being visible to other students
  + Often times, when learning is a little bit invisible, students are very dependent on learning from teachers
  + A lot of students thrive on osmosis
  + Vertical whiteboard teaching for students in groups. Group learning for students in mathematics
* What incentivizes students to post
  + Teacher expectation -- we are going on a field trip, you should post
  + Teacher view → they will know what is posted
  + Students learn more than getting marks
  + They take direction in their learning
* Balancing student contest vs interaction between students:
  + Goal is that students will interact in person about posts they see, teachers can reveal to other students
  + Promote face-to-face interaction
  + Process → students can ask teachers for who posted what, but maybe we can come up with a solution for the school
  + Allow students talking to each other
  + Interdisciplinary studies course (KCS Path Program), Wednesday afternoons, all of the students across the grades can connect with each other to make that connection happen.
* Powerschool, SIS (learning management system), regular go-to-tool for tracking correspondence between students and teachers. It’s similar to Canvas. Can our solution be a widget on their LMS? Could it tie into that system? Students can use the Google account to authenticate into our solution’s server.
* Solution needs to be on their phone but for serious thought and reflection, it needs to be workable on the dashboard. In school, because students all have laptops that’s fine but at SCHOOL the website is necessary.
* Directly, there will be no parent involvement, we have learning partners that are parents but they’re not working with their child.
* Let’s think about a time to meet in person

# **Action Items**

* Timeline for Reviewing the completed Project Planning document
* **Think about when the Kingsway can come down and meet with us in person!!**
* Follow up email with questions the TA asked and confirm next meeting

^^ Suggested TA questions

- Best way to meet (in-person, online, etc.)

- How to reach the partner outside of meeting times, i.e. what if you have a question, how soon can the partner respond, which email address should be using, who is the point of contact for technical questions, etc.)

- How frequently the partner would like updates, are the deliverables sufficient?

You should also ask the partner about what their expectations are, and what they hope to achieve through this partnership, also explaining what your team hopes to achieve through this partnership