INCUBATION GUILD TASK - TASK #02

**RESEARCH: COLLABORATION SKILLS DATABASE**

<https://app.dework.xyz/singularitynet-ambas/incubation-guild-41331?taskId=c36d54ab-defe-4d07-abc6-a43a8a63b208>

**Porposal Author:**

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***TASK DESCRIPTION***

*Category: Micro-Research & Output*

*Estimated hours: 5*

*Estimated week: 1-2*

*Recommended documentation: web form & spreadsheet*

*Possible outputs or deliverables: web form & spreadsheet*

*Resources: D.Cypher’s content / Research / Initiative to enable deeper collaboration within the Incubation Guild & Ambasador Program. The goal: create a comprehensive list of members with skill sets and availability.*

*Co-ordinate with onboarding WG / The research should try to harness skills inside and outside the ecosystem, and promote collaboration in the future.*

*Note: Ideally research projects are implemented in couples or small teams*

*If you are interested in leading this project, please comment below and register interest.Involves engagement & strategy - get people to input their own skills, general availability*

INCUBATION GUILD TASK - TASK #01

**RESEARCH: Collaboration Skills Database**

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Title

**COLLABORATION SKILLS DATABASE**

1. **Introduction:**

Collaboration is at the heart of innovation and progress. To maximize the potential of SingularityNet Incubation Guild & Ambassador Program work groups, we propose the development of a Collaboration Skills Database.

This initiative aims to create a comprehensive list of members, their skill sets, and availability. By doing so, we intend to foster deeper collaboration, both within the organization and beyond. The database will be a valuable resource for onboarding workgroups, promoting synergy within the ecosystem, and driving future collaboration efforts.

The Collaboration Skills Database initiative will be a cornerstone in fostering deeper collaboration within the SingularityNet Ambassador Program guild & work group. By systematically collecting and leveraging the skill sets of our members, we will unlock new possibilities for innovation and synergy. This proposal outlines the steps required to establish the database, coordinate with onboarding workgroups, develop a collaboration strategy, and engage with potential participants. Together, we can create a more connected, innovative, and successful community.

First steps will be using the data recolected through the Ambassador Program getting-started participant and the [Expert group candidates](https://proposals.deepfunding.ai/challenge-info/27ef5f85-8c99-4114-b69f-7d3aaa733947)

Please let us know if you have any questions or require further details regarding the implementation of this initiative.

**2. Objectives:**

1. Create a comprehensive database of members with detailed skill sets and availability.
2. Develop a methodology to coordinate with onboarding workgroups effectively.
3. Formulate a comprehensive strategy to leverage skills inside and outside the ecosystem for enhanced collaboration.
4. Establish an engagement strategy to collect skills data, software capabilities, and time availability from potential participants.

**3. Roadmap and Methodology**

a. **Collaboration Skills Database Creation:**

* **Identify the platform in which this data will be shared and collected**
* **Identify whether this is a stand alone tool, or an authenticated application (possibly dework, discord, or deepfunding.ai)**
* Create an online platform for members to input their skill sets, both soft and hard skills.
* Design a structured format for data entry, including categories such as expertise, experience, and proficiency levels.
* Include a section for availability, specifying the number of hours members can dedicate per week.
* Ensure data privacy and compliance with relevant regulations.

b. **Coordination with Onboarding Workgroup:**

* Implement a system for onboarding workgroups to access the Collaboration Skills Database.
* Develop guidelines and protocols for workgroups to efficiently match members with required skills to their projects.
* Enable real-time updates to ensure accuracy and relevance of member information.

c. **Collaboration Strategy Development:**

* Identify key areas where collaboration is essential within SingularityNet Incubation Guild & Ambassador Program.
* Formulate a strategy to harness the skills and knowledge within and outside the ecosystem.
* Identify potential collaborative projects and initiatives.
* Promote cross-functional collaboration through workshops, webinars, and knowledge-sharing events.

d. **Engagement Strategy, follow up and Data recollection:**

* Create a user-friendly portal -***CollaborateHub*** [5]**-** for members and potential participants to input their data and follow up projects.
* Develop a communication plan to encourage active participation in the database.
* Incentivize members by highlighting the benefits of collaboration and the potential for personal and professional growth.
* Regularly update and maintain the database to ensure its accuracy and relevance.
* The platform may include links to open source code libraries part of the program under development in the dev's workgroup.
* Direct access links to knowledge libraries, PBLS programs and tutorials of the UP-SKILLING WORKSHOPS proposals.

**4. Collaboration Skills Database Entry Form / #1 Draft**

Suggested format for the first document that interested parties can use to enter their information for the Collaboration Skills Database:

This format allows interested parties to provide a concise yet comprehensive overview of their background, skills, and availability. It's important to keep the form simple and easy to fill out to encourage participation. You can create an online portal or document where individuals can enter this information for the database.

**Name:** [Full Name]

**Short Biography (500 characters max):**

[Please provide a brief description of yourself, your background, and interests.]

**Contact Information:**

* Email: [Your Email Address]
* Phone: [Your Phone Number]

**Soft Skills:**

* [List your soft skills, such as leadership, communication, problem-solving, teamwork, etc.]

**Hard Skills:**

* [List your hard skills, including technical skills, domain-specific knowledge, etc.]

**Top 3 Software Capabilities:**

* [Software Capability 1] Rate your Skills from 1/5
* [Software Capability 2] Rate your Skills from 1/5
* [Software Capability 3] Rate your Skills from 1/5

**Availability per Week:**

* Total Hours Available per Week: [Number of Hours]
* **Preferred Time Slots**: [Specify our preferred days and times for collaboration]

**LinkedIn Profile:** [Link to your LinkedIn profile, if applicable]

**Additional Information:**

[Feel free to add any other relevant information or notes.]

**5.** **Platform Draft Blueprint**

The following draft presents the basic foundations of a platform for the proposal of collaboration skills database focused on engagement Strategy, follow up of projects and participant data collection.

Introduction: A dynamic online platform designed to catalyze collaboration within the SingularityNet Incubation Guild & Ambassador Program. This platform aims to build a comprehensive Skills Database while focusing on an engaging strategy, seamless project follow-up, and efficient participant data collection.

Platform aspires to be the catalyst for a vibrant collaborative ecosystem within SingularityNet Incubation Guild & Ambassador Program, fostering innovation and amplifying the collective impact of its members. This proposal outlines the foundations of a platform that embraces engagement, project follow-up, and participant data collection for a truly connected community.

Key Features:

* Engagement Strategy:
  + User-Friendly Interface: Create an intuitive and visually appealing platform for easy navigation and engagement.
  + Incentivization System: Implement a reward system to motivate participants, acknowledging their contributions to the database and collaboration efforts.
  + Communication Channels: Integrate discussion forums, messaging features, and notification systems to facilitate communication and foster a sense of community.
* Project Follow-Up:
  + Project Tracker: Develop a dedicated space for ongoing projects, providing updates, milestones, and outcomes.
  + Feedback Mechanism: Enable a feedback loop for project participants, allowing them to share insights, challenges, and successes.
  + Collaborative Workspaces: Integrate virtual workspaces to facilitate real-time collaboration on projects, promoting transparency and accountability.
* Participant Data Collection:
  + Structured Data Entry Form: Design a comprehensive and user-friendly form for individuals to input their information, including short biographies, soft and hard skills, top software capabilities, and weekly availability.
  + Profile Management: Allow participants to update their profiles regularly, ensuring the database reflects their evolving skills and availability.
  + Privacy and Security Measures: Implement robust data protection measures to ensure participant information is secure and in compliance with regulations.

Implementation Strategy:

* Phased Rollout:
  + Beta Testing: Launch a beta version for a select group to gather feedback and fine-tune the platform.
  + Gradual Expansion: Scale the platform gradually, considering user feedback and continuously improving features.
* Collaborative Onboarding:
  + Onboarding Workshops: Conduct virtual onboarding workshops to guide participants on using the platform effectively.
  + Tutorial Resources: Provide tutorial videos and documentation to assist users in navigating the platform.
* Communication Plan:
  + Launch Announcements: Develop a captivating launch campaign to create excitement and awareness.
  + Regular Updates: Maintain an ongoing communication strategy, including newsletters and updates, to keep participants engaged and informed.

Measurement of Success:

* User Engagement Metrics:
  + Track the number of registered users.
  + Monitor the frequency of logins and active participation in discussions and projects.
* Project Success Metrics:
  + Evaluate project completion rates and outcomes.
  + Gather feedback on project experiences through surveys and testimonials.
* Data Accuracy and Growth:
  + Regularly audit and update participant profiles.
  + Monitor the growth of the Collaboration Skills Database over time.

## Features/Requirements:

Feedback Draft Document: [Project Feedback Proposal: COLLABORATION SKILLS DATABASE \_ 150224](https://docs.google.com/document/d/1a_q2yq1jrLSUiPzIfADZSsOcV3za7PBPY_XXsCg8AS0/edit#heading=h.24aj7l3r4tgp)