Demonstrating Confidence

Template

Please read the scenario and then respond to the three questions below:

Scenario

You have been invited to join ‘Project Albatross’ which consists of a multi-functional team developing Microsoft’s next hackathon on the topic of ‘Sustainability’. Your manager nominated you as they know you have an interest in the topic and feel it is a good opportunity for you to build your profile in the company. You have not been involved in a hackathon before and are excited, although a little daunted, about the prospect. The kick-off meeting for the project is three days away and will be held face-to-face. The meeting is being led by Fergus Smith the Project Sponsor. Also attending are Erica Wu (Program Manager), Anita Wang (Software Engineer), Eugene Feng (Cloud Solutions Architect) and Sharon Ying (Premier Field Engineer). You believe most of the project team were involved in managing last year’s hackathon. The purpose of the kick-off meeting is to meet everyone on the project team, review what worked well last year, identify what didn’t work well and what needs to change, brainstorm ideas and then allocate responsibilities.

What three things can you do BEFORE the meeting to build your confidence and credibility?

The most important three things to be done before going to any type of meeting for the first time are:

-Understanding the pattern of how past years hackathon were hosted and managed.

-Going through various hackathons happening worldwide and making note of it.

-We can make a note of the ideas that didn't work well and when we come across the solutions, we would be in confidence and when we are confident, we eventually build credibility amongst the team.

What three things can you do DURING the meeting to build your confidence and credibility?

The three things which any employee should do are:

-I will start interacting with all the other colleagues and will try to take a brief note of last years hackathon.

-I will carry a list of all the of the ideas that didn't work well in last year’s hackathon and will try to give out solutions on each one of them by addressing solutions one by one to each problem.

-Will show the ideas and planning of the rival companies in the meeting so all the other members can have a light on rivals’ idea.

What three things can you do AFTER the meeting to build your confidence and credibility?

The three things that need to be done after the meeting are as follows:

We will quickly start implementing all the ideas discussed in the meeting and will try to achieve all the benchmarks of the company through this Opportunity.

We will retrieve all the mistakes made me by in the meeting and try to correct them in the next meeting.

We will make a note of the key points discussed in the meeting and start working on the hackathon.