**May 10, 2021**

Accreditation

* Expectation bar -> within Canada
* engineerscanada.ca
* Each province has regulatory board / APEGS, APEGA, PEO
* Manual online for questions
* Covers qualities of an engineer, fundamentals etc
* Data collection for accreditation purposes I/D/A, GA1-12

How can IDA be mapped better? How can we collect more info?

* Communication? Format? Dynamic info/reading?
* Gaps in info
* Make sure people are collecting/reporting info
* Keep simple, intuitive

What are the limitations of excel sheets? Can we go beyond?

* Grading is local, not standardized
* Curriculum mapping
* How to portray more useful info
* Front end focus
* Access restrictions - good/bad

**May 17, 2021**

* Email reminders - currently not helping, but notifications in general are helpful. Done manually by Gina
* Search function by course and GA?
* Privacy not major concern - accreditation and GA info publicly available
* OBA submissions are not limited to the one which is required and can be any GA the course teaches

**May 26, 2021**

* Landing page is good practice
* Login preferred, keep data in house
* GA/Accreditation basic info can be public
* Keep simple/conventional login styles
* Form tracking recommended - ie, you have x number of forms to submit left, all have been completed, etc
* Fill out form directly on-site
* Search by GA, positive feedback
* Preferred that logins don’t need to be specified “I’m an admin/prof” - can pull system roles from URcourses, etc?
* Potentially lifetime submission status? ie, have completed 83% of submitted forms, even showing previous forms that weren’t submitted (more for Gina’s info)
* Auto notifications or a button for Gina to prompt notifications greatly appreciated
* Sitemap B/D portrayed focus best
* Steer away from red/bold colours which perhaps do not give the right impression
* Interactive IDA map well received
* GA descriptions can describe what course content can achieve that GA
* Whole program group overview is a nice touch to make Gina’s job easier, ie, completion % by PSE, SSE, ESE, etc
* Don’t overcomplicate for the sake of ‘modernization’ or ‘looking nice’; functionality is focus

**June 1, 2021**

* Cool colour scheme appeals better
* Login redirecting to a landing page to choose faculty/redirecting to correct faculty pages (not all logins will be from engg)
* Pie charts are an easy visual; avoid overdoing it with too many participants on one chart
* Appeal to the minimum group; try and keep from overwhelming user with data, for people who understand less, and make it more friendly and easy to understand
* Checklist/more simple design for which courses have submitted (or not)
* In-progress notes are only useful for prof; admin only cares if done/incomplete
* Automated e-mail notifications are helpful
* Feedback notifications were sent are helpful
* Separation needed by term (at least for admin)
* Separation by GA & program is useful
* toggle/filter function was much appreciated
* Make it more clear OUR project is just a knowledge base for IDA map
* Does the system currently accept change, or only display predetermined info?
* Historical info (forms from previous years) should be accommodated; but easier by class, not by year
* Need to accommodate file uploads in OBA submissions
* Advised to pull role for admin/professor from pre-established account privileges
* Making accommodations for NP/insufficient data students on form submissions?