



Briefing to All SUTD students For Overseas Trip For Main Design Innovation Programme

// 20 April 2018//
2.00pm - 2.45pm



J.P.Morgan

Staff Lead: Angela. Coach A

Group 1:

Edmund Kee

Eion

Joshua

Timothy

Augustine

Alastair

Group 2:

Abhimanyu

Sabari

Jonathan

Keith

Edmund Chiang

Yu Hui

Big Group A

Group 3:

Kevin

Samson

Wei Ying

Shruthi

Theng Tat

Group 4:

Wai Hong

Hendriko

Qingze

Vance

Jireh

Big Group B

Group 5:

Chang Hsi

YuanJia

Jun Yong

Yun Xuan

Jingqi

Group 6:

Wendy

Po Heng

Caleb

Darrell

Andre

Big Group C

Staff Lead: Szu Min. Coach B

Group 7:

Albert
Andrew
Aiden
Louth
Wu Tong

Big Group D

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Ziheng
Thanh
Naung Oo
Hao Wen
Jeanette

Group 9:

Hui Yee
Fariha
Tanvi
Youshan
Wei Ren

Big Group E

Group 10:

Wai Loon
Naomi
Meng Cheng
Arisa
Mary Agnes

Group 11:

Jia Hui
Jiapei
Joshua Teo
Kenji
Letong

Big Group F

Group 12:

Xiaomeng
Jun Jie
Marc
Tee Meng
Jia Shin

***Each of you have a role for leading a
part of the Design Process***

2x Design Sprints

- First design sprint is a **2-day** programme with Mahidol University (with a community visit; designing for the community)
- Second design sprint is a **3-day** programme with Thammasat University (designing for the disabled community at Thammasat University)
- For each sprint, there will be 1-2 Thai students joining each team
- The sprints will end on their respective days, with a 5-minute presentation of your ideas to the stakeholders (users, university representatives, J.P. Morgan Thai staff – to be confirmed)

The General Flow of Each Sprint

- 15% Short Lecture segment
- 85% Project Time (and that's where you need to come in and take the lead to facilitate the activities for that particular segment)

Your Main Role during the 2x Sprints

- Know the Design Process, methods, mindsets inside-out
- Mentor the Thai students in the Design process, knowing clearly the methods, and outputs to be delivered at the end of that particular segment
- Facilitate the Thai students' understanding, application of the Design process, methods, mindsets
- Welcome the Thai students warmly. Engage them in conversation and get to know them. (Don't talk amongst yourselves!)
- Be Proactive. Be an Innovator. Be a Leader.
- Be an ambassador of SUTD. Pay attention and be alert. Be engaged throughout.
- Be Humble to learn from the Thai students.
- Make a difference to the HMW problem statement and truly deliver an innovation for the users

The General Flow of Each Sprint

- Welcome and Large-Group Ice Breaker: Go and mingle with Thai students. Be Proactive
- Team Forming: ***Dreamer / Doer/ Doubter-Planner***. There will be 1-2 Thai students per team depending how many shows up. Check the profile of your team, and announce which Archetype you need.
- Discover: Observations. Interviews. Empathy.
- Define: Download user interviews into template. Needs. Insights. HMW Statement
- Develop: Ideate. Converge ideas into a Concept. Storyboard
- Deliver: Prototype. Test. Iterate. Presentation Deck.

Different Roles, Per Team

1. Team Leader:

- Ensure every team member is engaged, especially the Thai students.
- Overall facilitator, and time-keeper. Ensure team discussion is on-point, on-track within the time given. Ensure everyone is speaking in the team.
- Needs to be alert and know the Design process inside-out, overall, and what's next
- Active Lead facilitator for Team Forming segment.

2. Discover Lead

- Active Lead facilitator for Discover segment: observations, interviews, interview download template.

3. Define Lead

- Active Lead facilitator for Define segment: interview download template, needs, insights, HMW statement

Different Roles, Per Team

4. Develop Lead

- Active Lead facilitator for Develop segment: ideate. Converge ideas to a concept. Storyboard

5. Deliver Lead

- Active Lead facilitator for Develop segment:: Prototype. Test. Iterate. Presentation Deck. Load the presentation deck to the Presentation Laptop in a timely manner.

6. Photographer (and if there's only 5 of you, then one of you who is not the Team Leader double up as the photographer. For Group 2, another person double up as team photographer because Keith is the overall Photographer)

- Photograph and capture the moments of team camaraderie, and overall training workshop atmosphere, user interviews, etc
- Tip: Email your Photos and Videos daily to the Main Reporter Per Coach: Keith (Coach A), Albert (Coach B).

Mahidol's University Problem **Statement**

How Social Innovation can increase the crops in the community or scale up their local products in the community.

Mahidol University: Agenda for Day 1

Welcome, Get to Know Each Other

9:00am-11:00am

Team Forming, Rapid Design Methods

Pre-Community Briefing

11:00am-11:30am

Lunch

11:30am-12:30pm

Travel to Community for Visit

12:30pm-1:00pm

Community Overview

1:00pm-1:30pm

Community Visit

1:30pm-4:15pm

Wrap - Up

4:15pm-5:00pm

Agenda for Day 2

**Team Hands-On Prototyping and
Presentation Preparation including
Lunch**

9:00am-1:00pm

**Admin: Presentation Setup &
Arrival of Guests**

1:00pm-1:30pm

**Group Presentation to Community
Leaders**

1:30pm-4:30pm

Wrap - Up

4:30pm-5:00pm

Agenda for Afternoon Presentation

Agenda is subject to change

Slides Upload and Arrival of Guests	1:00pm-1:30pm
Opening & Welcome of Guests	1:30pm-1:45pm
Project Presentation Time: Group 1- 6	1:45pm-2:45pm
Break & Exhibition Showcase	2:45pm-3:15pm
Project Presentation Time: Group 7- 12	3:15pm-4:15pm
Closing by Guest-of-Honour and Departure of Guests	4:15pm-4:30pm
Wrap – Up	4:30pm-5:00pm

Thammasat University's Problem **Statement**

*Inequalities in Education for People with
Disabilities for Thammasat University*

Thammasat University: Agenda for Day 1

Agenda is subject to change.

Welcome, Ice-Breaker

9:00am-9:40am

Team Forming & Project Scoping

9:40am-10:30am

Tea Break

10:30am-11:00am

DISCOVERY: Lecture Segment

11:00am-12:30pm

Lunch

12:30pm-1:30pm

DISCOVERY: Project Time //
Interview Users

1:30pm-4:15pm

Wrap – Up

4:15pm-5:00pm

Thammasat University: Agenda for Day 2

Agenda is subject to change.

DEFINE: Lecture Segment

9:00am-10:00am

DEFINE: Project Time (including lunch bento)

10:00am-1:00pm

DEVELOP: Lecture Segment

1:00pm-2:00pm

DEVELOP: Project Time

2:00pm-4:30pm

Wrap – Up

4:30pm-5:00pm

Thammasat University: Agenda for Day 3

Agenda is subject to change.

DELIVER: Project Time // User Testing

9:00am-10:30am

**DELIVER: Project Time // Create
Presentation** *(including lunch bento)*

10:30am-1:00pm

Admin: Slides Upload & Arrival of Guests

1:00pm-1:30pm

Opening & Welcome of Guests

1:30pm-1:45pm

Project Presentation Time

1:45pm-4:15pm

Closing by Guest-of-Honour

4:15pm-4:30pm

Wrap – Up

4:30pm-5:00pm

Agenda for Afternoon Presentation

Agenda is subject to change

Slides Upload and Arrival of Guests

1:00pm-1:30pm

Opening & Welcome of Guests

1:30pm-1:45pm

Project Presentation Time: Group 1- 6

1:45pm-2:45pm

Break & Exhibition Showcase

2:45pm-3:15pm

Project Presentation Time: Group 7- 12

3:15pm-4:15pm

**Closing by Guest-of-Honour and Departure of
Guests**

4:15pm-4:30pm

Wrap – Up

4:30pm-5:00pm

Team Discussion

Please examine your own strengths, and familiarity of the Design Process as taught in Design Odyssey

Agree and Confirm the roles you'd play in the team:

Discover Lead, Define Lead, Develop Lead, Deliver Lead, Photographer

Staff Lead: Angela

Group 1:

Edmund Kee

Eion

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Timothy

Augustine

Alastair

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Sabari

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Marc
Tee Meng
Jia Shin

Evening Debrief Nightly

Time	Agenda
8:00pm – 8:20pm	Team Discussion / Debrief
8:20pm – 8:40pm	Large Group Debrief
8:40pm – 9:00pm	Trip Leaders – Led Time for Camaraderie & Bonding

Time is an estimate. We will start once we arrive back at the hotel after dinner.

Card making for Mahidol on Monday night

Card making for Thammasat on Thursday night

Pre-Trip Preparation for All Students

1. Have a look at the workshop slides which will be sent to you on email to prepare yourself.
2. Make sure you understand thoroughly the methods and mindset that you will need to facilitate for your particular segment as the Lead Mentor.
3. Every team should have 1 laptop amongst you to prepare for the presentation.
4. Fill in the Google sheet for your team roles