



**Welcome!**

The text "Project Kick-Off" and "WT22" is overlaid on a large, diagonal red graphic that spans the left side of the image. The background of the entire slide is a photograph of people working together around a laptop, with their hands and arms visible. The laptop screen shows a web application with various charts and data visualizations.

# **Project Kick-Off**

## **WT22**

## Agenda

What are we covering today?



**WT22  
Updates**

**Project  
Updates**

**Project  
Mgmt  
tips**

**Deliverables**

**Get together  
with your  
group and  
start working  
on the Project  
Roadmap**

A person is walking away from the camera down a long, brightly lit corridor. The corridor has high ceilings with exposed pipes and fluorescent lighting. The walls are lined with what appear to be lockers or storage units. A large, semi-transparent red triangle is overlaid on the left side of the image, pointing towards the center. The text 'WT22 Updates' is written in white, bold, sans-serif font on the red background. Below it, the text 'Notes, announcements, etc' is written in a smaller, white, sans-serif font.

# WT22 Updates

Notes, announcements, etc

**Progress in the learning tracks** 

ongoing

**Journey of the 6 keys** 

Sunday, December 4th



29 Nov



Brainstorming Event

06 Dec

Project Preference Submission

09 Dec

Groups Announcement

10 Dec

Project Phase Kick-off

24 Jan



Mid-Term Pitch

07 April



Blog Post

11 April



Final Pitch



~8 weeks until first  
presentation  
~4 months until  
prototype!

### **Bad management (or lack thereof)**

- work might be done twice
- work might not be done at all
- work might not fit together

### **And then the project ...**

- will not be finished in time
- will not do what was planned in the beginning
- you'll not satisfied with the project result

A person is walking away from the camera down a long, brightly lit corridor. The corridor has a high ceiling with many fluorescent lights and a floor that reflects the light. The walls are white. A large, semi-transparent red triangle is overlaid on the left side of the image, pointing towards the center. The text 'Project Updates' is written in white, bold, sans-serif font on the red background. Below it, the text 'What have you been doing?' is written in a smaller, white, sans-serif font.

# Project Updates

What have you been doing?





### Troubles

Lack of communication

Team members "disappearing"

Lack of direction

Drop-outs

Talk to us, talk to your mentors (24h response time)



### Project Updates

2-5 minutes per team

What have you been doing?

How is the communication?

Hard parts, cool parts?

Is everything going according to time schedule?

A person is walking away from the camera down a long, dark aisle in what appears to be a server room or data center. The floor and walls are lined with rows of server racks. The scene is dramatically lit with bright, glowing red light trails that create a sense of motion and depth, extending from the foreground into the distance. The overall atmosphere is futuristic and high-tech.

# How to manage it all?

Where everything comes together!

### Traditional Roles

External Stakeholders 

Managers 

Developers 

### TechLabs Roles



Responsibilities are shared by all team members  
it's all yours!

### But how?!

Trustful, reliable & consistent **communication** within the team

**Planning** based on time and project scope

**Responsibilities** based on tasks, not on roles



(Self-) Organization  
Discipline  
**Communication**

**Who is doing what?**  
**What has been done so far?**

**BEST PRACTICES**

Communicate what you **want to do** and what you **have been doing**

Share **why** you're doing it, **not only what** you are doing

Share **what you are NOT doing** and why not

Communicate in **public**

Jour fixe

## TOPICS

To Do – Doing – Done

Project scope = original problem?

Implementation rate - will you complete the project in-time?

Any new required resources, challenges, or other prerequisites?

Assistance from your mentor or the TechLabs team?

### Work AGILE

What can you do until next week?  
plan, execute, iterate

### One week at a time

what does the team want to achieve in a week?  
work on your planned tasks

### Communicate

what has been done?  
what worked?  
what did not work



## **Responsibilities**

work tasks vs. roles

clarity

trust

everyone is responsible

avoid “knowledge silos”



**git**



## IN A FEW WORDS

communicate

commit yourself: people are counting on you

do not "disappear"

do the work!

no one said it would be easy ;)

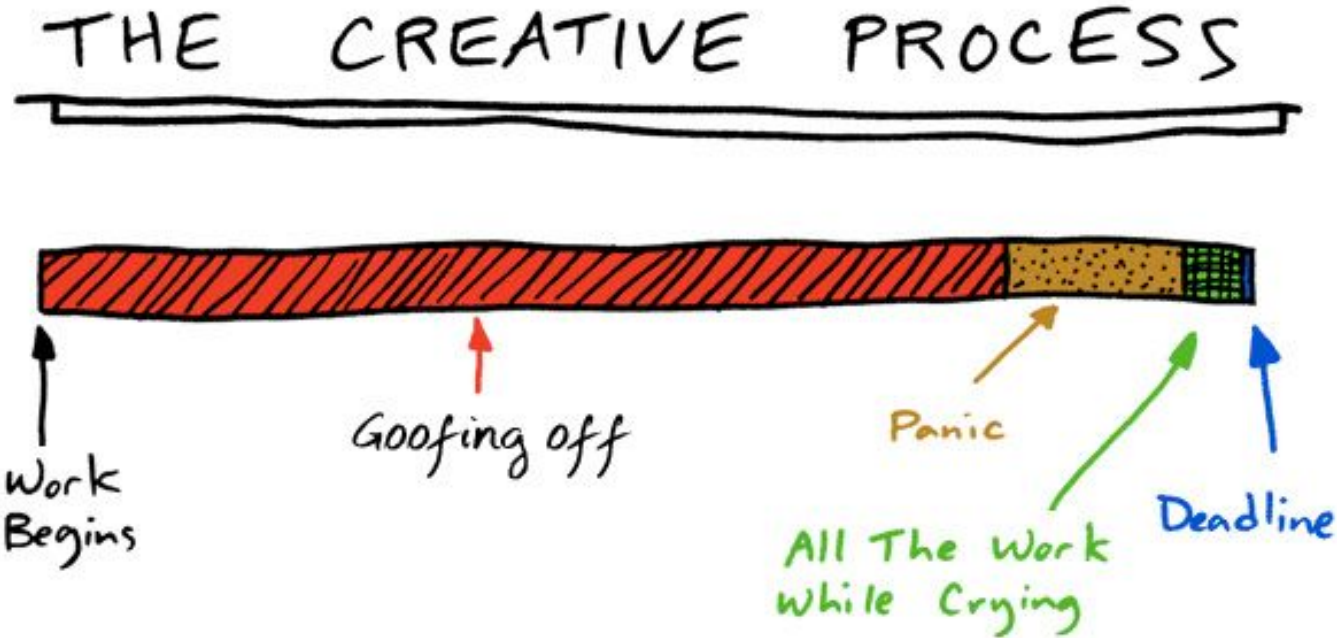
A person is walking away from the camera down a long, brightly lit corridor. The corridor is lined with tall, narrow light fixtures that create a strong perspective effect. The entire image is overlaid with a semi-transparent red filter, which is darker on the left and fades towards the right. The person is in the center of the frame, their silhouette partially obscured by the red overlay.

# Deliverables

What will be the final result?

## Deliverables

Every good thing has to end, one day...





## Deliverables

What you'll have to produce



### Working Prototype

Usable, functioning version of your project

### Organized Github repo

Including all material created in the project

### Blog Post

min 1200 words explaining the process in detail

### Video presentation

5-minute video listed on Youtube

### Final Pitch

30-seconds Pitch



**Yes, you can fail!**

Requirements and goals to make you work

You should be proud of it

If you fail, you'll need to put extra time and effort in your project

Self-responsibility and less guidance



# Get together with your group and start working on the Project Roadmap

Deadline for setting up a Roadmap: 18.12.2022