

Group name and everyone's names who contributed to the reflection

Group: InnovateNow

Members:

- Cami Lacy
- Grace Setiawan
- Tushar Thonupunoori
- Sovannara Tav

Are you each meeting expectations? (e.g., accountability, openness, engagement, etc.)

One of our group expectations was to communicate frequently with one another which has been satisfied by each group member. Each of us has provided status updates on the group assignments and schedule availability, asked questions, and replied to each other's responses both during the in-person class sessions and outside of class using Discord.

Another group expectation is equal involvement and contribution as well as engagement on the group assignments which has also been satisfied by each group member. For the group assignments, we are applying the divide-and-conquer method to split the work into equal tasks assigned to each group member based on our interests and preferences.

Another group expectation is upholding accountability and commitments to assigned tasks and responsibilities which has also been satisfied by each group member. For the group assignments given so far, each group member has been able to complete their assigned task before the assignment deadline. Thus, this has allowed us the additional time to double-check, revise, and reformat our group assignments before submitting them.

Lastly, respect, open-mindedness, and flexibility with each other were our last group expectations which have also been satisfied by each group member. Before starting the work for the group assignments, we have a short discussion with one another to brainstorm ideas and thoughts to form a plan for completing the assignment. From there, we decide what works best for all group members and complete each of our assigned tasks whenever we have the time to offer flexibility since each of us is balancing demands from other courses, life, and many more.

How have you been handling unexpected events (e.g., assignments in other classes, technology hiccups, etc.)?

Each group member ensures that we hold each other accountable for communicating our class schedules and current workload. For instance, midterms week was fairly busy for each group

member, and we discussed what days we would be available afterward in addition to the expected date that we plan to finish our assigned tasks. With regards to any technology hiccups, each group member would communicate through Discord to talk through the issues, ask questions, and figure out how to implement the assignment as planned. Generally, our group has followed our “unexpected events” plan very well from the previous discussion.

How can you communicate more effectively? Is everyone meeting up? How are you managing your milestones?

Our group could potentially set up more in-person meetings outside of class, but each of us has varied outside commitments. Thus to accommodate this, each of us has adjusted our schedules to be synchronous online for Discord calls and messaging allowing us to be actively online to communicate and collaborate with no long delay in replying to one another. In addition, each of us has attended the in-person class sessions which has allowed us to use class time effectively to allocate our workloads and check in with one another in person. Moreover, we begin each group assignment with a template Google Docs before splitting up the work after a group discussion of the plan for how to complete them and which tasks should be assigned to each group member. As for how we are managing milestones, we are checking the course’s Canvas page frequently for upcoming group assignments and updating our Kanban board to plan and make adjustments ahead of time.