# Deliverable 1 -

* 1. COS70004 User-Centred Design
  2. June 15 at 11:59 PM
  3. 1-C
  4. Subham B K, Prajwol Dhungana, Raghav Garg, Sayam Durrani
  5. Number of words (not including executive summary, tables, figures, references or appendices)

*The purpose of this Template is to provide a guide to the required sections of this assessment item. It is strongly recommended that you include the same sections as outlined here in the same order. However, feel free to change the styles (although do check Document Formatting guide) and add your own sub-sections.*

[Note: Delete material in square brackets (i.e., [text]), including this note!]

## Acknowledgement of Country and Contribution Statements

Each team member identifies:

* the [Traditional Owners](https://aiatsis.gov.au/explore/map-indigenous-australia) of the land they lived on while completing this work (if living in Australia) and
* their contribution to the work.

In unity on this sacred land, we humbly convey our deepest gratitude to the Gadigal and Eora communities, who permit us to acquire knowledge, convene, and engage in collaborative endeavors on this hallowed ground. We humbly extend our sincere reverence to the esteemed Elders, past and present, whose unwavering wisdom, guidance, and guardianship have been bestowed upon this timeless territory. Additionally, we acknowledge and honor the invaluable contributions of the Eora Nation, an Aboriginal community that has nurtured and upheld a deep-rooted bond with this land for countless millennia. We wholeheartedly appreciate their abundant cultural legacy, profound spiritual ties, and unwavering dedication to safeguarding and disseminating their ancestral customs.

## 1 Background

Provide a very brief overview of the project (see UCD Project Brief)

## 2 Team Profile

[Instruction: Provide an analysis of the skills and resources for each team member and any issues that might impact on the success of the team. Being honest about team members work habits and thinking about how to mitigate any issues will help the team progress through the storming stage!

**Note:** Standard group size is 3 or 4 team members. Team of 2 and 5 are permitted in consultation with tutor and/or convener.

**Tech Skills and Resource**s: Experience in relevant software, access to computers, internet, etc)

**Communication:** List any issues that might impact (positively or negatively) on the communication between team members (e.g., shy or outgoing team members, lack of confidence in English, when team members can/can’t respond to communications, preferences for face to face/chat or groups)

**Team Work:** Any issues that might impact on team work (e.g., procrastinators, people who might dominate team, people who need encouragement to have a say, people who like to edit work and/or have attention to detail, people who like to start work/motivate the group...) (See Personal Profiles)]

*Table x: Caption*

|  |  |  |  |
| --- | --- | --- | --- |
| Student Name | Tech Skills and Resources | Communication | Team Work |
| Subham B K | Proficient in Git, making documents and slides using Word and PowerPoint respectively. | Good in English and proficient in delivering the context.  Preferences for Chat. | Leadership, Out-of-the-box Thinker, But bad with deadlines. |
| Prajwol Dhungana | Familiar with Microsoft Teams and Slack for Project Management. | Preferably Good in Group Chat Discussion. | Good at detailed work. |
| Raghav Garg | Strong understanding of computer resources and their utilization. | Hesitate to Speak in English, but Good in Group Discussion  Preferences for face to face. | Motivator. |
| Sayam Durrani | Strong web research and web surfing. | Proficient delivery of the context. | Handy web surfer. |

## 3 TEam Roles

[Instruction: Name team members in each group role and include justification for their appointment to that role.

**Note:** You are encouraged to change roles if a team member is not able to fulfill their role, or to give each team member a chance to participate in a different role. All team members are expected to contribute to the project.

**Note:** See task Canvas/Useful Information/Teamwork for descriptions of each role]

Table x: Caption

|  |  |  |
| --- | --- | --- |
| Student Name | Role | Justification |
| Subham B K | Editor | Problem-Solver, attention to details, good in English. |
| Prajwol Dhungana | Organiser | Good at time management, Priority based scheduling avoiding procrastination. |
| Raghav Garg | Thinker/Innovator | Problem-Solver, Creative thinker. |
| Sayam Durrani | Researcher | Geek, Curiosity to discover the possibilities. |

## 4 Task Management

[Include:

* schedule of weekly work pattern (i.e., group face-to-face meeting time, content work, review/editing deadlines, regular submission time/day, tutorial time)]

## 5 Document Management

[Include:

* tools/methods used for document management]

## 6 Communication

**Tools/methods used for team communication-**

To facilitate daily communication, we established both a WhatsApp and a Slack group. While we were already familiar with WhatsApp, Slack was relatively new to us. Consequently, during the initial weeks, we leaned more towards utilizing WhatsApp while gradually acclimating ourselves to Slack. Within these groups, we openly shared our work and expressed any concerns, engaging in discussions whenever necessary. Moreover, we enhanced understanding by organizing video calls and engaging in face-to-face conversations to address each other's concerns more effectively. Occasionally, we also utilized our student email as an additional communication medium.

**Response-**

Every member of the team consistently demonstrated promptness in their communication, responding within the designated timeframe of approximately 10-15 minutes. It was commendable to observe that all team members maintained a high level of professionalism and courtesy during their interactions, actively expressing appreciation and recognizing the contributions of their peers. This practice of acknowledging each other's work played a crucial role in fostering a positive and collaborative team dynamic. Moreover, whenever suggestions or feedback were required, we made a collective effort to offer assistance and support to one another without causing undue delays, ensuring efficient progress and effective collaboration.

## 7 Risk Mitigation Strategies

[Identify any gaps in skills and/or resources or other possible risks that may impact on teams’ ability to deliver good quality work on time. Suggest a plan of action to minimize potential risk.]

[Submit Code of Conduct as separate document]