Ponder 01: Individual Responsibility

Ryan Dockstader

# CW Strategy

Our team will be employing the Parallel Writing – Stratification strategy. Since this class is an online class and our group is entirely remote from one another this strategy will help us better stay connected and necessitate consistent communication among the team members. It also allows us to be efficient, and not have a lot of us waiting for one or two of us to finish what they are doing before we can get started on our tasks.

# CW Activities

Our project manager is still determining what each groups activity will entail, but once those are distributed I plan to work with my team to get everything done well before the deadlines. To do this I will need to stay in constant communication with my team lead and the other members of my team, and give specific content feedback as soon as possible, when the content is added.

# Document Control Mode

Our team is going to use Word along with OneDrive to keep the entire team in sync. That coupled with Word Online, we will be able to see edits instantly, and make comments without changing anything in the actual document. Our team lead will be the owner of the document, and have primary control over it.

# CW Role

My role is the Reviewer. As the review I will provide specific content feedback. I will do this as soon as I am able, after the content has been created.

# Collaborative Technologies

We will be using one drive and word online to collaborate in reference to the document. We’ll also be using slack to communicate, and Zoom for team meetings.

# Rubric & Self Assessment

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Exceptional 100% | Good 90% | Acceptable 70% | Developing 50% | Missing 0% |
| Unambiguous  40% | All responsibilities are unambiguously described | It is clear what is to be done on the SRS | All responsibilities are described to some degree of detail but ambiguity exists | Part of the role is described | It is unclear what is to be done on the SRS |
| Contribution  60% | By following this plan, more than a fair share of the work will be done | A critical and important part of the process will be accomplished | You will "pull your weight" | weight" It is unclear that the fair share of work will be done | It appears that most of the work will be done by others |

I feel that I was as unambiguous as possible without the CW Activities being distributed to our team. I also feel that I am contributing at an exceptional level currently and with this plan I will be able to continue to do that through communication and staying on top of my Reviewer role.