

Process & Decision Documentation

This document is used to make your design and development process visible. At this stage of your academic career, you are expected not only to produce finished work, but to articulate how decisions were made, how ideas changed, and how collaboration (for the assignments that include group work) unfolds

In professional and co-op contexts, employers do not only evaluate your final projects in your portfolio. They often ask candidates to explain their process, justify trade-offs, reflect on iteration, and describe their roles within a team.

You will need to submit a modification of this document for every group assignment (A1 – A3) and a shorter version for your individual assignments (Side Quests and A4).

For A1 – A3, this is a group document submitted once per group. Each group member must clearly document their own role and responsibilities. Different roles will naturally produce different design processes.

Process Overview Visualization (Group Work Only)

Include one simple visual representation of your group's design process. This may take the form of a timeline, flow diagram, loop, branching sketch, or other format that reflects how your project actually unfolded.

This visualization does not need to be polished or visually refined. Hand-drawn sketches or screenshots are acceptable. For assignments that are extensions of previous assignments (A2 and A3), you may resubmit or reuse previous submissions with additional add-ones and context.

Your visualization must clearly show the following elements:

- Roles and responsibilities: Indicate which roles involved at different stages of the project.
- Who did what, and when: Show how work was distributed over time. This can be approximate (e.g., “early,” “mid-project,” “final week”) and does not need exact dates.
- Key stages or phases of work: For example, for A1, can start with research.
- Decision points or pivots: Indicate moments where the group changed direction, simplified scope, or made a significant design decision.
- Iteration or feedback loops: Show where ideas were tested, revised, or reworked (e.g., after playtesting or feedback from instructors).

The purpose of this visualization is not to present an ideal or “correct” design process, but make your actual process visible including parallel work, false starts, and revisions.

Reference examples (for inspiration only)

You may find it helpful to look at well-known design process visualizations you’ve likely seen before, such as:

- Nielsen Norman Group – Design Thinking Overview: <https://media.nngroup.com/media/articles/attachments/Design-thinking-101-NNG.pdf>
- Design Council – Double Diamond: <https://www.designcouncil.org.uk/our-resources/the-double-diamond/>

These examples are provided as references, not templates to follow. Your visualization does not need to match these models and will not be assessed based on adherence to any specific framework.

Project/Assignment Decisions

Use this section to document key decisions that shape the direction, scope, or outcome of the assignment. The purpose is to make your judgement and reasoning visible, not to record every action taken.

What you include here should reflect decisions that mattered: moments where you chose one path over another, changed direction, or adapted to constraints.

The expected length and detail depend on the assignment.

Side Quests and A4 (Individual Work)

- Learned to set up GitHub and VSCode.

You are not expected to document every alternative or iteration

GenAI Documentation

No GenAI used.