

IM3080 Design and Innovation Project (AY2023/24 Semester 1)

Individual Report

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Group No: 4

Project Title: JamStream

Contributions to the Project (1 page)

1. Overall project:
 - a. Overview of project: keeping track of everyone's progress, having discussions on logic of app, app flow
 - b. Organising meetings: setting up meetings with professors, as well as internal meetings to sort out progress, work allocation and focus for each week
 - c. Work allocation: splitting work based on progress and past workload with Aftanza and Gabrielle
 - d. Maintaining communication with professors: progress updates, clarifying doubts
2. App:
 - a. User Interface (UI) Figma initial design: drafting out screens needed and deciding on initial layout with Darren, Isaac and Xin Zhen
 - b. Personal and Room Queue functionality: integrating with Firebase database, Spotify API, sorting out queue logic with Aftanza and Gabrielle
3. Final outcome: contributed significantly to the below mentioned deliverables
 - a. Final Group Report
 - b. Final presentation slides
 - c. Final A3 poster

Reflection on Learning Outcome Attainment

Reflect on your experience during your project and the achievements you have relating to at least two of the points below:

- (a) Engineering knowledge
- (b) Problem Analysis
- (c) Investigation
- (d) Design/development of Solutions
- (e) Modern Tool Usage
- (f) The Engineer and Society
- (g) Environment and Sustainability
- (h) Ethics
- (i) Individual and Team Work
- (j) Communication
- (k) Project Management and Finance
- (l) Lifelong Learning

Point 1: Project Management

Effective resource allocation was the basis of our project management strategy. By maintaining a comprehensive awareness of each team member's progress, remaining tasks and individual contributions, we can ensure that work is fairly distributed and that everyone gains valuable learning experience. This is especially important given that everyone is currently undertaking other modules and proper project management will greatly aid in providing everyone with a balanced workload.

Adaptability and flexibility are crucial aspects as well. Given that everyone has other commitments besides this project, we acknowledge the need to juggle their various academic responsibilities. The flexibility in our approach enables us to appropriately adjust work allocations and deadlines in response to unexpected setbacks and requests, ensuring that everyone is taken into account during the planning process. This adaptability also allows the project to be resilient and on track, even when encountering unplanned obstacles.

By meticulously setting meeting agendas and summarising key discussion points after each meeting, we ensure proper documentation and reporting, optimising our use of time amongst everyone's busy schedules and creating valuable reference for the team. These documentations serve as a record of decisions, actions and project objectives and aligns the team's vision to a common goal, which leads to smooth team work.

Point 2: Communication

In order to facilitate effective team collaboration, we fostered a positive work environment where everyone feels comfortable sharing their ideas, feedback and solutions. This way, everyone can cultivate a sense of accountability, take ownership of their work and hold pride in the project's final outcomes. Making sure that everyone's voice is heard allows for diversity and creativity in the project's innovations as well.

We set clear and concise aims for each presentation and weekly tasks so that everyone remains aligned with the project objectives and deadlines. Amidst a big project like this which spans 13 weeks, breaking down goals into smaller sub-goals maintains the team's focus on their individual tasks. This leads to effective presentations since the team regularly maintains a cohesive understanding of the project, enhancing overall project success.

We also try to keep the entire team informed about the progress of each subgroup as it creates a shared understanding of the project's overall status, enabling everyone to anticipate future collaboration efforts and ensuring effective team work across subgroups. This transparency allows team members to be understanding of one another and encourages a sense of unity and collective responsibility.