

## FALL 2020 INTERACTION DESIGN PROJECT

During this semester, you will undertake a group project (4 people per team) to:

- evaluate some computing-related task/problem
- develop interface design alternatives for the task/problem
- implement a fully working prototype of your design
- evaluate your design

This is user-centered or interaction design! And the goal of this class is to provide practical and valuable experience with the tasks, research, and experimentation that interface designers do every day.

### THEMES FOR PROJECTS:

The theme for this semester's projects is:

### **“Designing for diversity”**

You will be encouraged to design for groups of people who are different from yourself and/or to design for inclusiveness, connecting people from different backgrounds. We challenge you to make better information accessible to more people to encourage better decisions. Through better decisions we can drastically improve the health/safety of people.

As part of your project, you will need to define what a specific group's needs are that your project tries to support and what activity you would like to design that might help address this need. Think about how that activity is currently supported via technology, what doesn't work about current ways of supporting it, and how your solution will do this better. The specificity of addressing a particular group of people allows you to deeply think about what makes the group unique and how you would best want to support them. So, dive in and see what you can come up with.

By design, this is a large area to explore and we will help you investigate ideas for different problems to explore in this solution. We will help you come up with possible project ideas or you can come up with your own. In the case of the latter, you must make sure you get it approved by the instructor. The critical aspect of selecting a problem is that it must matter to some “real-life” people. These people can be a small group of individuals, or a large one, or any group in-between, but they will serve as your “clients” whom you must communicate with and learn from.

It is your responsibility to find and contact the clients for your projects (virtually). They will not come to you. Therefore, you need to make sure that your problem domain has an obtainable population than can be reached online.

## GRADING

After each milestone, each team member will complete a survey of the work of their teammates. This information will be used to adjust grades, as necessary, at the end of the semester. To be clear, lack of participation may result in an individual reduction of grade. Likewise, doing more than your fair share of work may result in a grade adjustment. Recall, the group project is about 45% of your final grade.

Within the team, you must negotiate on how much and what each person will contribute. There are many factors that must be discussed at the beginning of the project to ensure that things go smoothly. Such factors include:

- What hours do people prefer to work?
- What platform will be used for the group meetings?
- What skills do different individuals bring to the group and how can they be best utilized?
  - Remember, skills go beyond programming. Artistic design, interviewing individuals, writing, are all valuable skills.

## DELIVERABLES

Each part of the project will include a deliverable report. These reports should be in PDF or HTML format and be **publicly-accessible**. Thus, each team needs to have a **public home page**, and on this home page, you should have the following information:

- Team name: feel free to be creative, but remember, you may want to use this project as something on your resumes or as a talking point during a job interview.
- Team members
- Synopsis of the problem domain your group is tackling
- Links for project milestones (i.e. Milestone 1, Milestone 2, Milestone 3, Milestone 4).

The format of these reports is up to your group, but it should be professional-prepared. Often, documentation is kept as an afterthought and is done at the last minute which is a recipe for disaster. You may use your own personal domain for the web project space.

## MILESTONE 0 – TEAM CONTRACTS

**Submit on Brightspace by Friday 09/11/2020 by 11:59 PM** (It is optional to put milestone 0 on your public webpage. You are not required to). Only one person per team needs to upload this document on Brightspace.

**OBJECTIVE:** To prepare you for the teamwork in the real world, you will work in teams to complete the collaborative project. To accelerate your team's development, a team contract is generated to establish procedures and roles in order to move the team more quickly into the performing stage. This process of generating a team contract can actually help jump-start a group's collaborative efforts by immediately focusing the team members on a definite task. The group members must communicate and negotiate in order to identify the quality of work they all wish to achieve, and the level of group participation and individual accountability they all feel comfortable with.

**TASK:** As a team complete the team contract template below. You may add any extra sections to your contract if you feel the need for establishing team procedures, identifying expectations and specifying the consequences for failing to follow these procedures and fulfill these expectations. To reduce the possibility for team conflict, make your contract as specific as possible.

## TEAM CONTRACT TEMPLATE

Team Name: PASTEL

### TEAM PROCEDURES

1. Day, time, and platform for regular team meetings:

Zoom, Fridays at 4:30pm

2. Preferred method of communication (e.g., e-mail, text, Slack, eLC Discussion Board) in order to inform each other of team meetings, announcement, updates, reminders, problems:

Snapchat, Text groupchat

3. Decision-making policy (by consensus? by majority vote?):

Consensus

4. Method for setting and following meeting agendas (Who will set each agenda? When? How will team members be notified/reminded? Who will be responsible for the team following the agenda during a team meeting? What will be done to keep the team on track during a meeting?):

Elise will be the TEAM ORGANIZER. She will set up meetings and message when necessary. She will set goals and track progress.

5. Method of record keeping (Who will be responsible for recording & disseminating minutes? How & when will the minutes be disseminated? Where will all agendas & minutes be kept?):

Salem will be the TEAM SCRIBE. She will record things that happened during the meeting and how long we met each time.

### TEAM EXPECTATIONS

**Work Quality**

## [CSMI 370 Project- Milestone 0]

1. Project standards (What is a realistic level of quality for team presentations, collaborative writing, individual research, preparation of drafts, peer reviews, etc.):

We have high standards but with busy schedules, we will see what we can accomplish. Our goals will be adaptive, we will be flexible and realistic with our expectations based on scheduling.

2. Strategies to fulfill these standards:

All of us have a variety of skill sets to bring to the project. We will incorporate everyone's visions and abilities in order to create cohesive project.

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### TEAM PARTICIPATION

1. Strategies to ensure cooperation and equal distribution of tasks:

Every meeting, we will allocate work to each team member to have finished by next meeting.

2. Strategies for encouraging/including ideas from all team members (team maintenance):

We will have roundtable open discussions to ensure everyone's ideas and concerns are addressed.

3. Strategies for keeping on task (task maintenance):

We will keep of checklist of work to do. Communication is key so that if one person is behind, we can re-allocate work to keep on track of our schedule.

4. Preferences for leadership (informal, formal, individual, shared):

Since we all know each other pretty well, we prefer an informal shared leadership style. We all know each other's capabilities and work styles.

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### PERSONAL ACCOUNTABILITY

1. Expected individual attendance, punctuality, and participation at all team meetings:

We are flexible with all these, they are not necessarily required or a top priority. At the end of the day, just be dependable. Additionally, we will reschedule meetings if necessary.

2. Expected level of responsibility for fulfilling team assignments, timelines, and deadlines:

We can understand if one person is unable to fulfill their obligation because of busy scheduling or difficulty. Again, we just ask to communicate with the team if you have concerns.

3. Expected level of communication with other team members:

Very frequent communication! We will probably check in at least once every two days.

4. Expected level of commitment to team decisions and tasks.

High commitment - we want high quality work.

### CONSEQUENCES FOR FAILING TO FOLLOW PROCEDURES AND FULFILL EXPECTATIONS

1. Describe, as a group, you would handle infractions of any of the obligations of this team contract:

We will communicate with the member and have interventions. Discuss why they thought it was necessary to break our contract.

2. Describe what your team will do if the infractions continue:


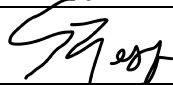

We will speak to the professor if absolutely necessary. This is a last resort though.

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a) I participated in formulating the standards, roles, and procedures as stated in this contract.

b) I understand that I am obligated to abide by these terms and conditions.

c) I understand that if I do not abide by these terms and conditions, I will suffer the consequences as stated in this contract.

Team Member's Name	Team Member's Signature
Keziah Camille Rezaey	
Salem Tesfu	
Elise Sawan	
Ameya Mellacheruvu	