

# Developing a Shared Understanding

## Support Pack

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## What's in it for me?

**Q:** *In what situations might the framework and language from the course be useful?*

**A:** In a variety of situations:

- During sprint planning, to ensure you have a clear understanding of the user stories or tasks you are committing to for the upcoming sprint.
- In daily stand-ups, to share updates on your progress, discuss impediments, and ensure everyone understands the current state of the project.
- Throughout the sprint, to ensure that you understand each other's code, contributions, and perspectives to maintain a cohesive development effort.
- During sprint reviews, to articulate your contributions, ensuring that everyone, including stakeholders, understands the achieved outcomes and your perspectives on the completed work.
- In backlog refinement meetings, to specify your perspectives on how to approach and implement certain features.

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## Emergency Aid

**Q: I have a meeting in 15 minutes. How can you help me prepare?**

**A:** Feel free to take inspiration from the example responses provided below. You can also use the brief Info Boxes for a quick review.

### Sample answer 1

**Alex:** Hi, I was reviewing the requirements for the upcoming release, and there's a task related to optimizing the database queries. And by "optimizing database queries," you mean enhancing the efficiency of our data retrieval processes, do I have that right?

**Taylor:** Yes, exactly. So, this basically means that we need to analyze and improve the way our application interacts with the database to ensure faster response times.

**Alex:** Got it. So, to elaborate on that, we might consider indexing frequently queried columns and perhaps denormalizing some data to reduce join operations. Does that make sense?

**Taylor:** Yes, I think I get it. From a performance standpoint, we also need to assess the impact of the changes on overall system resources.

**Alex:** That's a good point. So, to summarize, we're not only optimizing queries but also considering the system's resource utilization. Is that accurate?

**Taylor:** Yes, exactly. And, with respect to the project timeline, we should aim to complete these optimizations before the next sprint. Does that work for you?

**Alex:** Definitely. I think we need to prioritize this from both a development and testing standpoint. Do you see what I mean?

**Taylor:** Absolutely. It's crucial to have a comprehensive testing plan in place. So, to sum up, our goal is to optimize database queries, consider resource utilization, and collaborate closely with the QA team for testing. Does that cover everything?

**Alex:** Yes, I believe so. Let's get started on the implementation and keep each other updated on the progress. Does that sound good to you?

**Taylor:** Perfect. Let's do it.

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## Sample answer 2 (simpler version)

**Jordyn:** Hey, I was looking at the new feature request for the user authentication course. So, by "user authentication" you mean the process of verifying users' identity, do I have that right?

**Casey:** Yes, exactly, that's what I had in mind. So, this basically means that we need to enhance our current system to make sure users are who they claim to be.

**Jordyn:** Got it. So, to elaborate on that, we might need to implement a two-factor authentication system. Does that make sense?

**Casey:** Yeah, that's close enough. From a security standpoint, it's essential. And by the way, do you see what I mean about updating the encryption protocols as well?

**Jordyn:** I'm not sure I fully understand. Could you elaborate a bit more?

**Casey:** Sure. By 'updating encryption protocols' I mean enhancing our system's ability to secure data during transmission. It's not just about user authentication; it's also about fortifying our overall data protection strategy.

**Jordyn:** So, to summarize, we're not only improving user authentication but also reinforcing security measures. Do I get that right?

**Casey:** Yes, exactly. That's the shared goal here.

## Brief Information Boxes

### L3. Verifying your understanding

And by '...' you mean ...  
So, this basically means that ...  
So, what you mean is ...  
Is that accurate/correct?  
Do I have/get that right?  
Yes, exactly. / Yeah, that's close enough.  
Not really. / Not quite.

### L4. Ensuring others' understanding

And by that I mean ...  
So, to elaborate on that, ...  
I'll rephrase this as "...".  
Does that make sense?  
Do you see what I mean?  
I think I get it.  
I'm not sure I fully understand. Could you elaborate a bit more?

### L5. Specifying your perspective

from a(n) (...) standpoint  
(...) -wise  
  
with respect to (...)  
in terms of (...)  
  
... in the sense that (...)  
(...). ... in that regard.

## How can I revise it?

*I have more time and want to revise. What would you recommend?*

You can continue exploring this support pack and:

- Review the course lessons (go through the **sways**).
- Do the **optional homework activities** at the end of sways, especially if you haven't done them yet.
- Use the **Quizlet sets** in different learning modes to remember the target language better.
- Revise the target language with the help of the **detailed Information Boxes**.

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## Links to sways and Quizlet sets

Lesson	In this lesson you have...	Sway	Quizlet set
<b>L1.</b> Kick-off	Met your new groupmates and learnt about the course.	<a href="#">link</a>	<a href="#">link</a>
<b>L2.</b> Introduction	Familiarized yourself with the course strategies and practiced listening and reading skills.	<a href="#">link</a>	
<b>L3.</b> Verifying your understanding	Learnt how to check if you understood someone correctly.	<a href="#">link</a>	<a href="#">link</a>
<b>L4.</b> Ensuring other's understanding	Learnt how to make sure others clearly understand your idea.	<a href="#">link</a>	<a href="#">link</a>
<b>L5.</b> Specifying your perspective	Learnt how to specify your perspective accurately and appropriately.	<a href="#">link</a>	
<b>L6.</b> Revision 1	Revised the language of the course.	<a href="#">link</a>	<a href="#">link</a>
<b>L7.</b> Revision 2	Revised and consolidated the language of the course.	<a href="#">link</a>	

## Detailed Information Boxes

### L3. Verifying your understanding

When **checking if you understood someone correctly**, you should:

 1. describe <u>your understanding</u> of what they said	<b>And by '...' you mean ...*</b> <b>So, this basically means that ...</b> <b>So, what you mean is ...</b>	<ul style="list-style-type: none"> <li>▪ <b>And by 'tracking' you mean</b> monitoring the progress of users as they navigate through the onboarding process. <b>Do I have that right?</b></li> <li>▪ <b>So, this basically means that</b> they should be able to view it from any screen they're on. <b>Do I get that right?</b></li> <li>▪ <b>So, what you mean is</b> we should consider having a dedicated section for the onboarding guide. <b>Is that accurate?</b></li> <li>▪ I think it's about allowing them to skip the guide if they don't need it. <b>Is that correct?</b></li> </ul>
2. <u>ask</u> if you understand correctly	<b>Do I have/get that right?</b> <b>Is that accurate/correct?</b>	

When **someone is asking you** if they understood correctly, you can:

confirm full / partial <u>understanding</u> or	<b>Yes, exactly.</b> <b>Yeah, that's close enough.*</b>	<i>So, what you mean is we should consider having a dedicated section for the onboarding guide. Is that accurate? - <b>Yeah, that's close enough.</b></i>  <i>I think it's about allowing them to skip the guide if they don't need it. Is that correct? - <b>Not really.</b></i>
point out <u>a misunderstanding</u>	<b>Not really. / Not quite.*</b>	

#### Note!

- ☑ In '**And by '...' you mean**', after 'by' we put the term or phrase that can be interpreted differently ('a large file', 'more effective', 'deal with this', etc.).
- ☑ When pointing out a misunderstanding, simply saying 'No' may sound quite rude.

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## L4. Ensuring other's understanding

When **making sure others clearly understand** your idea, you can:

<u>explain</u> an unclear term or statement	<b>And by that I mean ... *</b>	<i>One of the most important acceptance criteria for the customer is users in low-connectivity environments. <b>And by that I mean</b> they should be able to download the guide or access it offline.</i>
develop an idea in <u>more detail</u>	<b>So, to elaborate on that, ... *</b>	<i>So, <b>to elaborate on that</b>, the guide should engage users with features like clickable links, quizzes, or videos to enhance their learning experience...</i>
<u>reformulate</u> a statement	<b>I'll rephrase this as "...". *</b>	<i>It's more about tailoring the onboarding process to the individual user's needs and preferences, rather than providing customization options upfront. <b>I'll rephrase this as</b>, "It's not about giving users choices but about making the process adapt to each user as they go along".</i>

**After that**, it's a good idea to:

<u>check</u> if you've explained successfully*	<b>Does that make sense?</b> <b>Do you see what I mean?</b>	<i>Plus, the guide should be interactive and localized. <b>Does that make sense?</b></i> <i>It's more about using analytics to see how many users complete the onboarding process and where they might drop off. <b>Do you see what I mean?</b></i>
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**To indicate** if you understood someone's idea, you can:

confirm <u>understanding</u> or	<b>I think I get it.</b>	<i>So, <b>to elaborate on that</b>, the guide should engage users with.... - Oh, <b>I think I get it now.</b></i>
express <u>confusion</u>	<b>I'm not sure I fully understand. Could you elaborate ...?</b>	

### Note!

- ☑ When you feel that you haven't provided enough information for the others to clearly understand your idea, you would usually use '**And by that I mean...**' or '**So, to elaborate on that...**'.
- ☑ When you are not happy with the way you originally formulated the idea, you would go for '**I'll rephrase this as**'
- ☑ It is not a very good idea to ask directly, "*Do you understand?*", as it may create the impression that you doubt the other's intellect.  
Also, questions like "*Is that clear?*" and "*Do I make myself clear?*" sound very aggressive and are usually used to show "who's the boss".

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## L5. Specifying your perspective

When **specifying your perspective**, you can refer to a certain aspect as:

a single <u>word</u> *	<b>from a(n) (...) standpoint</b> (...) <b>-wise</b>	<i>Performing regular security audits and vulnerability assessments may be a good idea <b>from a</b> security <b>standpoint</b>.</i> <i><u>Cost-wise</u>, the Visual Studio Code debugger is probably your best bet.</i>
a longer <u>phrase</u> *	<b>with respect to (...)</b> <b>in terms of (...)</b>	<i><b>With respect to</b> <u>its collaboration dynamics</u>, an ideal team should encourage open communication, ensuring smooth information flow.</i> <i>It may be overwhelming for beginners <b>in terms of</b> <u>the number of features it offers</u>.</i>
a full <u>sentence</u>	<b>... in the sense that (...)</b> (...). ... <b>in that regard</b> .	<i>An ideal team should be versatile in handling various tasks, <b>in the sense that</b> <u>each member has a unique skill set</u>.</i> <i><u>MFA adds an extra layer of security to a system</u> by requiring users to supply multiple forms of identification before accessing it. It's another popular approach <b>in that regard</b>.</i>

### Note!

- ☑ A **single-word** reference is usually a feature or a process (performance, latency, agility, maintenance, prioritization, architecture, infrastructure), including compound terms (UA testing, user experience).  
(!) We DO NOT normally use words for people or physical objects here.
- ☑ As opposed to a sentence, a **phrase** always has the main word(s) + dependent word(s) and names something rather than expressing an idea through subject + verb:  
*the number of features it offers vs. It offers the number of features.*  
*its collaboration dynamics vs. It's the collaboration dynamics we need.*