




Group Meeting #9

 **Date:** 9 April 2025

 **Time:** 4:30 PM AET

 **Location:** Old Engineering Building

 **Agenda:**

1. **Compile the themes and investigation**
2. **Next Steps & Action Items**

 **Meeting Minutes:**

1. **Draft progress presentation slide**

a. **Slides number**

- i. 1 slide for introduction
 1. Quick overview of how we arrive to our current point
- ii. 3 slides for analysis/investigation
 1. Method for interview and analysis, number of participants and their demographic, existing studies used to support the findings.
 2. The following themes from investigation:
 - a. Accommodation issue
 - i. Academic Integration
 - b. Social and cultural adaptation
 - c. Financial Stress
 - d. Technological Usability
 - e. Finding communities with shared interest
 3. Common themes from analysis:
 - a. Not enough knowledge or transparency
 - b. Low exposure
 - c. Low engagement with from clubs and social organizations that resulted in social and cultural adaptation
 - d. Lack of financial recommendations across campus
 - e. Lack of desirable features
 4. Find existing studies to support common themes
 5. Personas:
 - a. Users who wanted to get financial recommendations and want adequate knowledge and tips on housing knowledge
 - b. Users who need helps and encouragement with social elements, eg. afraid to participate in classes, hesitate to join clubs and wanted to integrate with local students.Users who experience the university's poor internal technological solutions, discourage them from using it.

- iii. 1 slide for future planning
 - 1. Proposed requirements (features) extracted from the themes.
- b. Back up the lack of interviewees number with external credible source
 - i. We only have 7 interviewees so far. Expected to have 8 more interviewees for follow up.

2. Rubric based slides

Introduction (Q)

- Introduce your team
- Briefly introduce the topic you are investigating. What is the problem and why is it important?
 - From proposal.
- What were your initial expectations about the problem? What innovation did you initially think was needed to address this problem?
 - From proposal.

Your investigation (Q)

- Provide an overview of the investigation methods you have used so far.
- How many interviews have you conducted? Who have you interviewed? How have you analysed the data?

Findings (K)

- Provide a summary of the key findings to date, including any highlights from interviews conducted with end users/stakeholders.

Personas (D)

- What have you learned about your intended users from your investigation?
- Present 2 or 3 personas to bring your intended users and/or stakeholders to life. Include their goals and concerns.
 - 2 personas: common theme

Next steps

- Provide an outline of plans for the next stage of your project, including:
 - What are the requirements you have identified so far for your design ideas (i.e., what will your product need to do and/or how will it need to behave)? **(D)**

- Identify personas' pain points and come out with at least 1 feature to address.
- Persona 1:
 - Feature 1: Smart AI filtering and recommendation system
 - Painpoint: Lacking financial recommendation (Common theme 4)
 - Feature: Advanced AI UI (include heatmaps of price trend, neighborhood score from uni students to combat bias scoring (the goal is to encourage unimelb students helping each other), commute and personal expenses
 - Painpoint: Not enough transparent information (Common theme 1)
- Persona 2
 - Feature: Reward system to increase engagement/Pop quiz about Australia or Unimelb with leaderboards posted in Unimelb portal
 - Dilemma: Need to think what is the games/mechanism and the rewards
 - Painpoint: Low engagement (Common theme 3)
 - Feature: Recommendation for best place to go in university for eating, buying grocery etc.
 - Painpoint: Lacking financial recommendation (Common theme 4)
- What are the key performance indicators you will use to evaluate your design ideas? **(Q)**
 - Number of active user using the apps, retention period, number of downloads, time spent on the apps
 - Number of times the app being shared across socmeds
 - Feedbacks from users/stakeholders
- If you have encountered significant risks, requiring critical changes to the original plan, explain the risks, the management process, and details of the modifications made. **(K)**
 - Modification details:
 - Include more pressing issues discovered during analysis of investigation data
 - Risks:

- Not empathetic enough if we don't make critical changes to the plan. The technological solution could go dormant.
- Management process:
 - Consultation with SME
 - Brainstorming session amongst team member

In addition to giving the oral presentation in class, you will need to submit a .pdf file of your presentation slides for assessment. The slides are due to be submitted by 12pm (midday) on the day of the presentation.