First Project Checkpoint

## What you need to do

* Meet with your group and go over the following set of questions
* Create a document that contains your responses to the questions
* You should view this as a contract between you and your groupmates about what each you should expect from one another.
* Submit your plan, as a PDF, on D2L. Everyone should submit a copy, as your submission represents an agreement to the plan.

## Why are we having you do this?

The biggest adjustment between projects in 201 and 202 is that the 202 projects are done in groups. This assignment aims to get a lot of the hard parts of group work–like getting everyone on the same page and logistics–out of the way.

## What will we (the instructors) do with this?

We want you to provide us with enough detail so we can pop into one of your meetings and know what you’ll be working on (Note: we wouldn’t do this without asking y’all beforehand!). If we can put it on our calendar, then so can you!

## **Project Planning**

1. What specific question will your project answer? If you are doing a modeling project, your question should be something you want your model to predict/recreate.
2. How will you answer your question? Be as specific as possible. Include any tools/resources you plan to use.
3. Make a timeline for your project. This should include intermediate milestones that an instructor can review. If your project will require a lot of exploration, include that in your timeline, too.

## **Group Plan**

1. When will your group meet? Be specific (I.e., dates and times). How will you meet (I.e., in person, over zoom, hybrid, etc.)?
2. How will you communicate with one another? (I.e., Slack, email, group chat, etc.)
3. Make a plan for sharing your work with one another (e.g., using a shared repo, how it will be managed, etc.). Write down your plan below.
4. Make a plan for breaking up the work among each group member. Who will do what? Write down your plan below.