THE DATA CARDS PLAYBOOK • ACTIVITY WORKBOOK

Align on Agents

Participatory activities for purposeful, transparent, and people-centric dataset documentation

pair-code.github.io/datacardsplaybook ↗

#datacardsplaybook

Align on Agents

Prerequisite checklist

BEFORE YOU BEGIN

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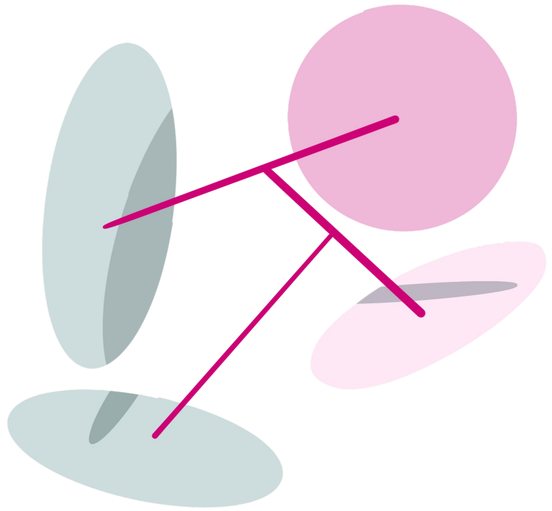
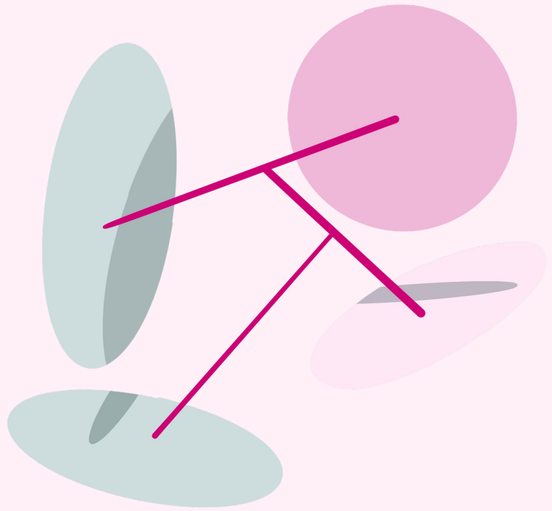
- → Read through Taxonomy of Stakeholders
- → Decide on your agents using Priority Matrix
- → Transfer results from above activities into the Activity Tracker for future reference



Align on Agents

Create personas for your top agents of your Data Card.
Use these to guide your Data Card creation process.

- Articulate the diversity across your agents' background and proficiency
- Agents might review just the Data Cards, just the Dataset, or both
- Brainstorm how your dataset will uniquely address agent's needs



Complete the Align on Agents Persona Worksheet

Step 1: Assess your ranked list of agents. Make sure your group includes people that are familiar with the agent and the dataset

Step 2: Decide who will cover which agents

Step 3: Use the prompts to produce your descriptions

Step 4: As a group, review your Persona Worksheets and refine.

Refinements might be merging or splitting agents, filling in the blanks

Step 5: Update the Agents Brainstorm tab in your tracker

These agents represent the audience of your Data Card.
Subsequent activities will focus on them.

Activity — Align on Agents

Agent

Agent name/role

Proficiency

Data Fluency:

1 2 3 4 5

No Fluency — Expert Fluency

Domain (of Expertise)

[Specify the agent's domain of expertise]

Domain Expertise:

1 2 3 4 5

No Expertise — Expert

What are the top 3 tasks that the agent will use the dataset for?

1)

2)

3)

What are the top 3 tasks that the agent will use the Data Card for?

1)

2)

3)

How are the agent's specific needs being uniquely addressed...

... by the dataset

... by the Data Card

Pro-tips for Align on Agents Persona Worksheet

🏖️ **Keep it general**

Agents represent entire cohorts

⚛️ **Leverage your knowledge**

Lean into what you know about agents and experts in the dataset's domain

🕵🏻 **Think broad and narrow**

Consider both extreme and mainstream cases within your personas

👐 **Consider levels of expertise**

Think about the agent's domain expertise and fluency with data

Next Steps

OUTCOMES

–

Articulated characterics of your audience, and how they might interact with your Data Card and dataset.

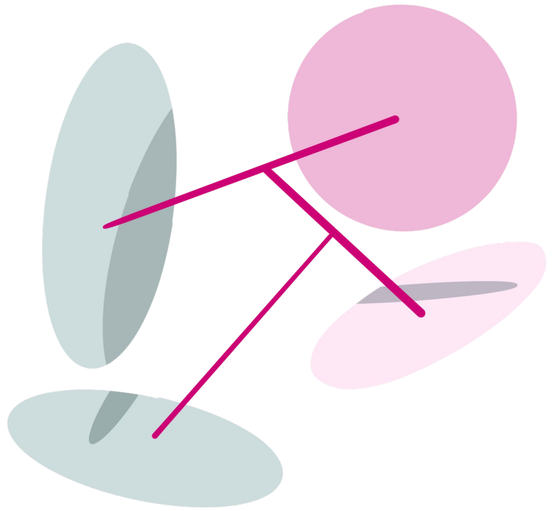
FOLLOW UP

–

→ Update your Activity Tracker

→ Next: Lens Brainstorm

→ Later: Proficiency Calculator



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