

# research insights

*worked in 2 hour shifts  
changed schedule every week  
required significant co-ordination*

How might we  
help the students  
working in the mi2 lab  
conduct productive meetings ?

*Trello :(  
Slack  
google Calendar*

*Before : Initial setup took about 5-7 minutes for the group*

*During: Not all points discussed were being noted!*

*After: About 8-10 minutes towards the end of every meeting to find a  
common meeting time!*

# Breaking it down...

7 Research Assistants

15 mins/meeting

Average 2 meetings a week

$15 * 2 * 7 = 3.5$  hours per week