

Welcome to Mighty Oak Acorn Workbook

Overview

As part of CSE 170 Technical Teamwork, you will work in teams of 3-4 on four different Acorn projects. This workbook is to assist you in forming those projects.

Purpose

The purpose of working on projects is to help you better understand the complexity and practicality of the elements you learned in class. You and your team create the projects through careful preparation, guidance by the Spirit, and teamwork using inspiration, collaboration, and innovation.

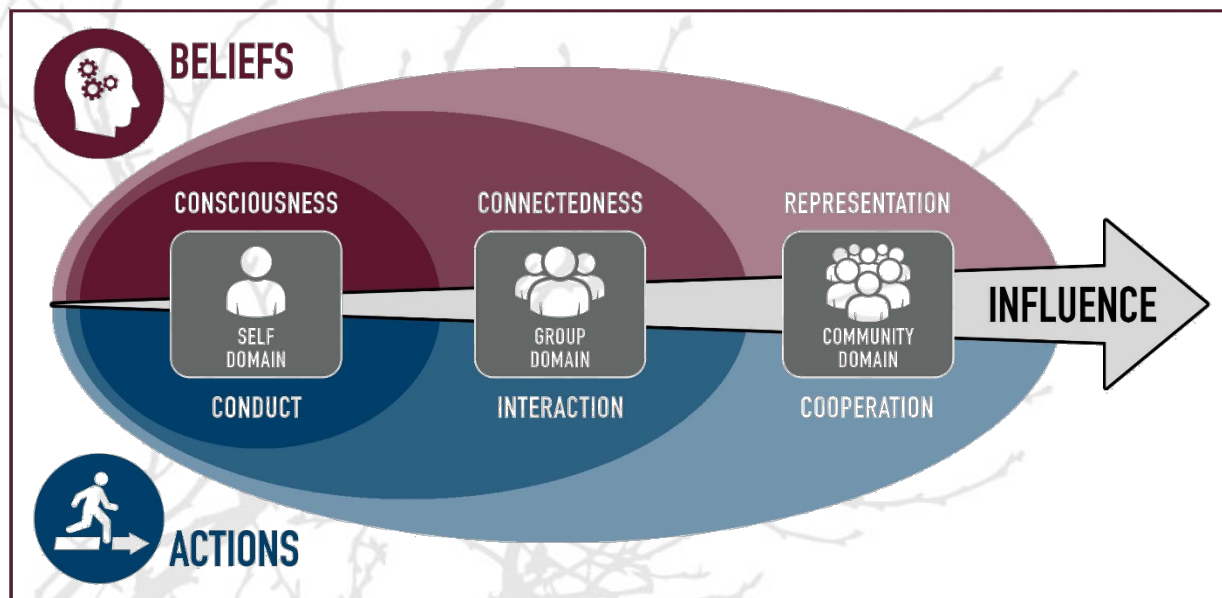
Background

Please read and watch the following information

- <https://www.byui.edu/president/past-presidents/jacob-spori>
- <https://www.byui.edu/devotionals/justin-hodges>

Requirements

Each project will focus on the Influence model and the Institutional Learning Outcomes.

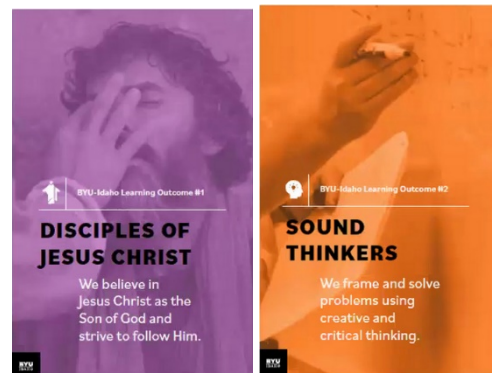


Each project will focus on the Self, the Group, or the Community. Tying in the Belief or Action attributes associated in the Model of Consciousness: Conduct, Connectedness, Interaction, Representation, and Cooperation.

The university has four Institutional Learning Outcomes.

Each of your Acorn Projects will be assigned one of these learning outcomes.

- A Disciple of Jesus Christ
 - We believe in Jesus Christ as the Son of God and strive to follow Him.
- Sound Thinkers
 - We frame and solve problems using creative and critical thinking.
- Effective Communicators
 - We develop and express ideas that are purposeful, organized, and clear
- Skilled Collaborators
 - We work effectively with others to accomplish a shared vision.

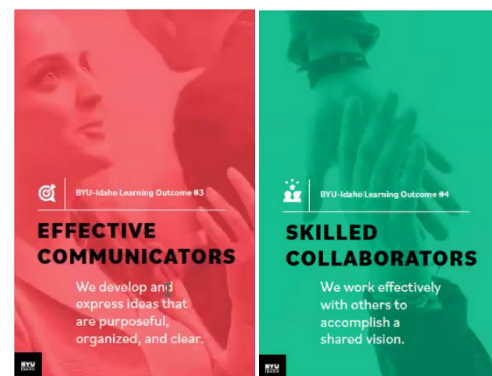


NOTE: All I.L.O.s need a project.

Four Project Breakdown:

A project will consist of the following parts

- List the values associated with the project & a statement of the project vision
- Describe each of your roles
- A statement of your vision of success
- Each project must be a minimum of 10-20 hours.
- The project will have a Specific, Measurable, Achievable, Realistic, Timely Goal.
- Definition of the Goal: Who, What, Where, When, How & Why
- List of Milestone, Achievements, Checkpoints, and Deliverables.



What should you do for your project? That is up to you and your team. You and your team will have to have some brainstorming ideas. Research some ideas, have backup ideas, and work together to synergize to come up with an innovative project.

Types of Projects

Acorn projects are small; they are smaller than class projects and bigger than individual and team assignments. You work on the Acorn Projects as a team.

Examples of Acorn project:

Rules: You may use one of these examples as is. You may modify another. The other two you must come up with as a team.

- Attend a [Career Services](#) event as a team and work on a deliverable
- Participate in [“Get Involved”](#): Recreation, Ushering, Get Connected, I-Serve, Peer Mentoring, Rep Council, Tutoring
- Participate in a service project, service information, training that will help other students at BYU-Idaho.
- Create a program together, use a collaborative tool and resource repository.
- Join a Department Society and work together to contribute to a project
- Attend a Society Event such as a Hack-A-Thon, participate as a team
- Participate in a Sport, Sporting Event, or Team activity
- Attend a Leadership conference/activity produced by Student Services
- Participate in an Escape Room, Rope Course, or similar activity
- Discover 4+ campus building activities: for example Geology, Animal, Garden tour, Planetarium
- Plan three group date, with at least 3 activities
- Play 5 different players vs the board, 2-3 times, or an RPG game

Participation

Each project should be a significant effort. It will require some brainstorming, planning, execution, and reflections.

Each project should for the team be about 10-20 hours cumulative, with multiple sessions. If there are four in a group, this breaks down to 2-4 hours each. I suspect that you will be around 3-5 hours each.

You work together as a team and do not split up the projects individually among yourselves.

Brainstorming

The following are tools and concepts you should know about brainstorming and managing your team's project and members. We will be covering each of these throughout the semester in detail and are here for reference and reminders.

- Ownership

- Ownership is one of the hardest things to learn. Ownership is taking the goal of the team and making it yours. It goes along with the scripture, "Be One." You put your whole might, mind, heart, and soul into it.



- Listening

- Listening is a key element in brainstorming. We have two ears and one mouth. For some reason, our ear does not hear when our mouth is moving and making sounds. Lord intended us to listen twice as much as we talk. If it became a problem, use the tool "the Talking stick," which the person holding the stick gets to talk about, then pass it along.



- "Seek first to understand, then to be understood" – Steven R. Covey

- Brainstorming

- This process is where you throw ideas on the wall and vote on them. It is best to come prepared with 4-5 ideas, accept other ideas, and be prepared to have your ideas merge with others to be better ideas.
- A couple of questions to ask to help with the process



- If you had unlimited finances, what would you do?
- If you had magic, what would you do?
- If you had unlimited time, what would you do?

- Problem Solving

- We are problem solvers. For thousands of years, your ancestors solved problems. You can solve problems. The problem sometimes is making a choice and committing to it.
- Steps: Describe the problem, gather information, determine important factors, visualize the solution, create action steps.



- Decision making

- Do not get stuck in the analysis paralysis loop, which is thinking about a solution and not taking any action. Pick a solution and go with it. A boat never sails if it does not get in the water.



- Sort, Rank, and Vote on the solution. And then do it. The change will happen along the way that will make it better.

- Conflict Management

- Everyone has different experiences and opinions based on those experiences. Everyone has different backgrounds and values-based on those backgrounds. That is ok and is necessary. Without conflict, a boat does not sail, and planes don't fly. We do not strengthen our muscles, bones, and tendons. Good Conflict Management creates a space where ideas can share, discuss, analyze, poked at, torn apart, and put back together better, without insults, put-downs, or negative feels.



- "You can empower yourself, but can only encourage others."

- Tools: Negotiate with rules and limits, be cooperative, be direct, be aware of yourself and others, establish trust, be open.

- Communication

- Oh, communication. Say what you mean. Say what you are going to say, say it, and say what you said. Keeping your thoughts back does not work with brainstorming. Letting everyone participate is also just as important. Being present is also needful.



- Form of Communication: Nonverbal, Oral, and Written
- Blueprint of Communication: Message, Sender, and Receiver
- Assure good communication: Common ground, Sincerity, Authority (to act, not be acted upon), and clarity.
- Barriers of Communication: lack of receptiveness and a good environment.

- Coaching and Mentoring

- Ask for help is necessary. Ask to have some to report to also necessary. You don't think you need a coach; you can do it on your own. Think again. Every professional has a coach; that is how they got to be a professional—sports, Business, C.E.O., etc.



- Change

- Things are going to change; plan on it. The first plan never works out. The original idea will not be the final product. Being adaptable is necessary. Ask a carpenter if every cut is exact or is just close enough. Ask an artist if all lines are straight. An Engineer is there no tolerances. Build in the wiggly room.



- When change is needed, leading change can make it happen

- How to lead change: recognize the change, empower others to make the change, base change on value, mission, and vision, establish urgency, move ahead with the unknowns (manage and mitigate the risks, don't get stuck in analysis paralysis),

- Feedback

- You are going to receive feedback. Prepare for it. That is how you learn. Make sure you go in without your eye wide shut, seeing but not seeing. Other perspectives allow you to see what you forgot you saw. Remember, the feedback is not you. It is reality. It is you being looked at through someone else's eyes and mind, repeated back to you through your eyes and mind. It is like taking a photograph, making a drawing of it, and then you are describing what you saw from the drawing. Receiving feedback is like receiving the word at the end of the play, the game Telestrations.
- "Consider feedback to be a gift. It truly is."



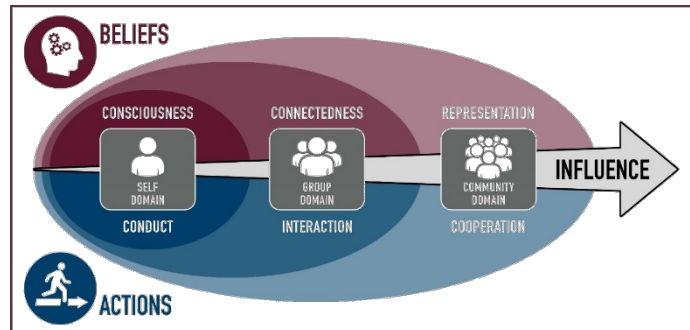
Acorn Project Worksheet Explanation

Record the summary of your brainstorming activities.

Project Influence

Pick one of the following:

- Self
 - ☐ Belief: Consciousness
 - ☐ Actions: Conduct
- Group
 - ☐ Belief: Connectedness
 - ☐ Action: Interaction
- Community
 - ☐ Belief: Representation
 - ☐ Action: Cooperation



Explain how this project will Influence you, your team/group, or the community.

Project Mission Focus:

Identify 1 of the following for this Project Goal. Must have one project goal for each I.L.O.

- ☐ Disciple of Jesus Christ
- ☐ Sound Thinkers
- ☐ Effective Communicators
- ☐ Skilled Collaborators

Personal Values

Values are our core beliefs or desires that guide or motivate our attitudes and actions. List your values and the forms that they take; principles, standards, personal qualities, character traits, or ethics codes.

Vision Statement

A vision is a picture of future success. Our vision is when we think far enough to realize that there will be challenges for which we can prepare.

S.M.A.R.T. Goals

“A Goal Without a Deadline is Only a Dream!”

Define your Acorn project as a “SMART”

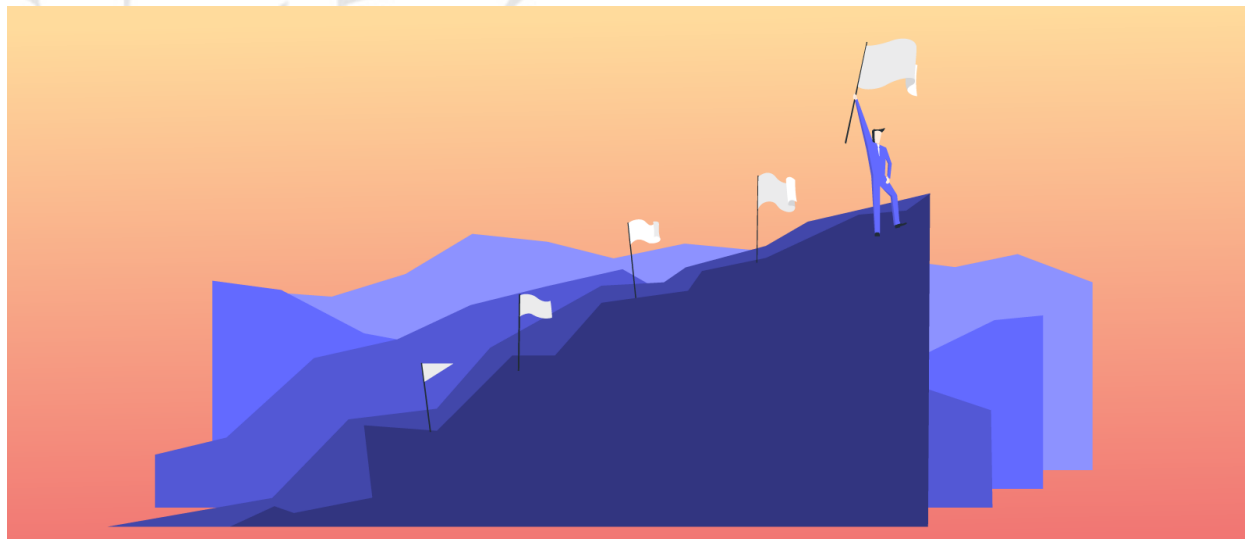
(Specific, Measurable, Attainable, Relevant, and Timely) goal.

- **Specific** - Describe this Acorn Project Goal in enough detail so that you, your teammates, and the instructor know specifically what you are going to do, how it is important, or how it will impact you. Is it challenging?
- **Measurable** - Describe how this Acorn Project Goal is Measurable. How will you know when the goal is completed? What is your exit strategy? What are the milestones?
- **Attainable** - Describe how this Acorn Project Goal is Attainable. Can it be accomplished? You have 10-12 weeks to complete the project with four people.
- **Relevant** – Describe how this Acorn Project Goal is Relevant. How does it relate to BYU-Idaho I.L.O.s? How will it help grow your Acorn into a might oak?
- **Timely** - Describe how this Acorn Project Goal is Timely. Can it be accomplished in a reasonable amount of time? Ten cumulative hrs. minimum per project

Re-write the SMART goal as a single sentence.



Milestones



It takes more than one step to complete goals. List up to 10-12 milestones, achievements, checkpoints, or deliverables for your goal. Following the network of high-level objectives, break down each objective into separate activities necessary to accomplish it. Order and prioritize the activities by the longest and plan.

Approval of Project

You will submit your projects for review & approval to your instructor. Expect a week for feedback. You can continue as if it was approved; meanwhile, your instructor will give you additional tasks and ideas to improve the projects. Submit a final revision with changes for approval.



Bi-Weekly Status of Project

As mentioned in the brainstorming, you will have changes, conflicts, decision making. Change is normal. Each week you need to meet with your team to discuss the progress of your Acorn Projects. You can complete them in sequence or parallel.

You will be required to provide the status of your Acorn projects every other week. You will need to indicate the **percentage done**.

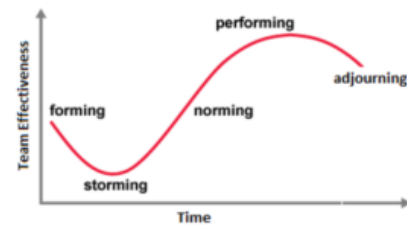


Stages of Team Development

As you move with your Acorn project, you and your team will hit some challenges and accomplish some breakthroughs. Here is a guide to let you know what you will face as your team pulls together. It is expected that each goal has multiple sessions/ milestones, to show these phases.

The first stage in a team's development is **Forming** ("Pickup Sticks," "Polite").

Most team members are eager to be on the team. However, they often come with high, unrealistic expectations. These expectations come with some anxiety about how they will fit in, how much they can trust others, and how much time to set aside. Team members are also unclear about norms, roles, goals, and timelines. In this stage, there is a high dependence on the leading figure for purpose and direction. Behavior is usually tentative and polite. The major issues are personal well-being, acceptance, and trust.



The second stage in a team's development is **Storming** ("At Odds," "Testing").

As the team gets some experience working together under their belt, there is a dip in morale as team members experience discrepancies between their initial expectations and reality. The difficulties in accomplishing the task and working together lead to confusion and frustration, and growing dissatisfaction. Negative reactions to each other develop, and subgroups form, which polarize the team. The breakdown of communication and the inability to problem-solve result in lowered trust. The primary issues in this stage concern power. Control and conflict.

The third stage in a team's development is **Norming** ("Coming Around," "Valuing").

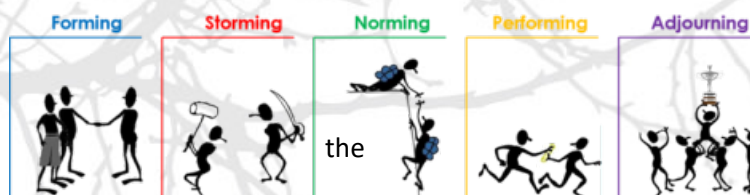
As the issues encountered in the second stage are addressed and resolved, morale begins to rise. Task accomplishment and technical skills increase, contributing to a positive, even euphoric feeling—clarity and commitment increase on purpose, values, norms, roles, and goals. Trust and cohesion grow as communication becomes more open and task-oriented. There is a willingness to share responsibility and control. Team members value the differences among themselves. The team starts thinking in terms of "we" rather than "I." Because the newly developed feelings of trust and cohesion are fragile, team members avoid conflict for fear of losing the positive climate. This reluctance to deal with conflict can slow progress and lead to less effective decisions. Issues at this stage concern the sharing of control and avoidance of conflict.

The fourth stage in a team's development is **Performing** ("As One," "Trusting").

At this stage, both productivity and morale are high, and they reinforce one another. There is a sense of pride and excitement in being part of a high-performing team. The primary focus is on performance. The purpose of roles and goals are clear. Standards are high, and there is a commitment to meeting standards and continuous improvement. Team members are confident in their ability to perform and overcome obstacles. They are proud of their work and enjoy working together. Communication is open, and leadership is shared. Mutual respect and trust are the norms. Issues include continued refinements and growth.

Pushing

As mentioned in will have changes,



Through

brainstorming, you conflicts, decision-

making. Each week you need to meet with your team to discuss the progress of your Acorn Projects. You can complete them in sequence or parallel.

You will be required to provide the status of your Acorn projects every other week. You will need to indicate the **percentage done**.

The finish line

No runner stops exactly at the finish line; No athlete walks straight to the car and goes home; No engineer throws away all the equipment after an experiment. After camping, what do you keep and what do you throw away. There is clean up, reflection, lessons learned, and preparing to do it again.

You will need to complete the following for each Acorn:

1. Presentation

- a. Your team will be required to present a 3-5 minute briefing of your Acorn Project to the class.

2. Lessons Learned

- a. You need to reflect on the vision and goal of the project. Think if you were to do each of the projects again, how would you do better. What advice would you give someone?
 - b. You need to have at least two lessons learned for each of the 4 Acorn Projects.
 - c. Also, additional lesson learned on your team dynamics.

3. S.T.A.R

- a. Write up a summary of your experience in the following format
 - i. S. Situation
 - ii. T. Task
 - iii. A. Achievement
 - iv. R. Results

4. Participation

- a. Each of you will provide a report on how you participated and
 - b. Each of you will report on how each member of the team participated.
 - c. As a team, you will determine how many hours you spend on each project.

5. Stop, Start, and Continue

- a. As a team and as an individual, you need to reflect on three things:



- Stop: List an item that your team and yourself that you need to stop doing that hindered the team and project.
 - Start: List an item that would improve and innovate the project.
 - Continue: List items that went well and is necessary for the success of the project
- Complete Stop, Start, and Continue for each of your projects.

Presentation of Acorns Ceremony

On the Last of Class, we will have a ceremony where I will present you with four Acorns, one for each project that you completed.



Other Resources


- <https://www.byui.edu/mighty-oaks>

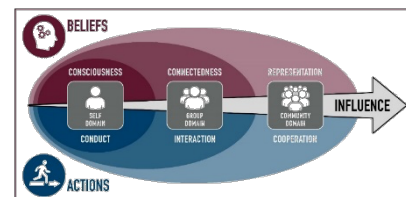


Acorn Project Worksheet

Project Mission Focus: Disciple of Jesus Christ

- **Team Name:** Marcos Group of One
- **Team member's Names:** Marco Villarreal
- **Project Title:** Spreading Christmas Joy.
- **Project Influences:** Serving Others is serving God.

	Belief	Actions
Community	 Representation	 Cooperation



Explain: Being in service of your fellow man is serving God. I really like cooking and food in general to an extent and I think a good way to share the spirit of the holidays and service would be to give out goodies to the teachers and students in the Science and Technology Building.

- **Project Values:** I value acts of service a lot as I feel they make the person being served feel special and happy and the persons who is serving feels good for making the other person feel good.
- **Description:** I have a three step plan that will In the end take me a while to complete with a lot of effort on my part and some money as well. I am planning on going grocery shopping for holiday candy, baking ingredients, and some sort of packaging. I want to bake cookies or brownies and make plates of goodies to give individually to all the teachers in the science and technology center, then with the remaining cookies and/or brownies, and candy, I will provide it for the technical teamwork class. I will also hand deliver plates to my friends.
- **Vision Statement:** I really want the professors to feel special and appreciated as I feel teachers are very often undervalued by everyone. But in general I want to be able to lift the mood of anybody day who I can through service and spreading holiday cheer.
- **SMART Goal:** Get candy, ingredients and packaging at broulins, if I get approved, then bake the goods and put together plates the night before the class after I get approved.
 - Specific **yes**
 - Measurable: **yes**
 - Attainable: **yes**
 - Relevant: **yes**

- Timely: **yes**

Summary: Grocery shop and then bake and put together plates and then hand them out to everyone I can.

- **Audience (*Who, What, Where, When, Why, How*):**

My audience are my friends, the teachers at the science and technology building and my classmates in technical teamwork. I plan on doing it as soon as I can get approved.

- **Roles and Responsibilities:**

Role	Responsibilities
▪ 1: Marco	Grocery Shopper
• 2: Marco	baker
▪ 3: Marco	Packager

- **N:**

- **Milestones**

- 1.
- 2.
- 3.
- 4.
- 5.

- **Instructor Improvements Suggestions:**

- _____

- _____

[] **Approved** Date: _____

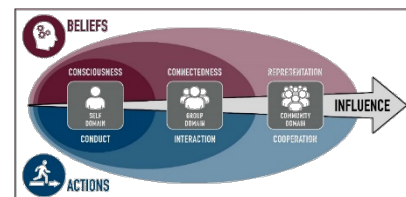


Acorn Project Worksheet

Project Mission Focus: Sound Thinkers

- **Team Name:** Marco Villarreal
- **Team member's Names:** Marco Villarreal
- **Project Title:** Book Report
- **Project Influences:** High School English Class

	Belief	Actions
Self	□Consciousness	□Conduct



Explain: Reading and expanding ones knowledge is always for ones self, to gain greater consciousness.

- **Project Values:** I value my own mind honestly above anything else because at the end of the day our intellects are truly all that we are. I used to value reading a lot as a child and teenager but recently I have fallen off of that horse a bit and haven't really put any effort into finding new books to read. I feel like my inaction on furthering my knowledge is staling my intellect and vocabulary.
- **Description:** I want to read a long book regarded as a classic by many and write an honest explanation and review about it. Im thinking right now if I get approved I'll read Moby Dick and write a page or two analyzing it and giving my opinion. I think a book like that would be challenging and good for me to read.
- **Vision Statement:** I want to see myself as a capable scholar and a smart person and I just don't see myself that way anymore now that all I do in my free time is related to work, making music or hanging out with friends. I don't do anything in my free time to make sure Im mentally sharp and I want to change that.
- **SMART Goal:** I will start the book the day I get approved and read around 100 pages a day until I'm finished. It should take only about 4 days and Ill write my paper on it the day I finish. This should take me about 7-8 hours of total work.
 - Specific: Yes
 - Measurable: Yes
 - Attainable:yes
 - Relevant:yea

- Timely: yes

Summary: Spend about an hour and a half a day reading then about an hour and a half writing about the book to further my intellect and make me feel better about myself.

- **Audience (*Who, What, Where, When, Why, How*):** The audience for the project is really myself. I would be doing everything truly for myself, but the paper could be read by anybody in my class that wants to which is pretty much nobody.

- **Roles and Responsibilities:**

Role	Responsibilities
○ 1: Marco	reading
○ 2: Marco	writing
○ 3: Marco	proof reading
○ N:	

- **Milestones**

- 1. Picked out what book I want to read

- 2.

- 3.

- 4.

- 5.

- **Instructor Improvements Suggestions:**

- _____

- _____




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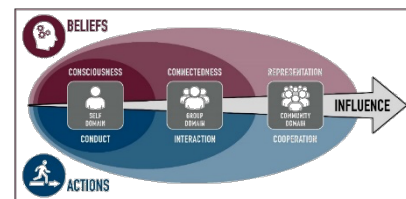


Acorn Project Worksheet

Project Mission Focus: Effective Communicator

- **Team Name:** Marco Villarreal's Team of One
- **Team member's Names:** Marco Villarreal
- **Project Title:** Song for computer Science Majors
- **Project Influences:** Video Games like Donkey Kong and Persona

	Belief	Actions
Self	 Consciousness	<input type="checkbox"/> Conduct
Group	 Connectedness	<input type="checkbox"/> Interaction
Community	 Representation	<input type="checkbox"/> Cooperation



Explain: A song made with the intention to be listened to by computer science majors while they are coding or working on homework is a great way to express myself and communicate my passions and talents to the group and community as a whole.

- **Project Values:** Even though I am a computer science major I place a great deal of value into artistic expression and music as a whole. I think it is a great way to express ones self and I think music as a whole is a great way to bring people together and set the mood for people and activities. Many of my classmates have probably listened to plenty of video game music while playing video game music and I think creating a song inspired by video games is a good way to bring something recognizable to the table for these computer science students.
- **Description:** I am planning on creating an original composition and mix in a professional music creation program. I plan on putting a lot of time and effort dedicated to making something I am personally very proud of.
- **Vision Statement:** I want to create a track that will transport you mentally to a sort of tranquil but wonderful place that is ideal for relaxing, gaming, or studying to. I want it to not just be peaceful but sonically impressive that others will be impressed with my composition and understanding of rhythm and melody. Lastly I want anybody who happens to come across the tune on the streaming platforms to immediately like it.
- **SMART Goal:**

I want to have a final mix of the song ready to release by Wednesday the 30th that I am proud of releasing.

- Specific: Finished

- Measurable: Done and proud of it.
- Attainable: Very
- Relevant: Yes
- Timely: Wednesday the 30th.

Summary: Each night when I get on my computer I want to put at least an hour into working on the song until its done which shouldn't take too long as I have done most of the hard work already.

- **Audience (Who, What, Where, When, Why, How):** If I present it to the class I would hope most would take the time to go and listen to it. But other than that I want music appreciators to listen to it on Spotify, apple music, or anything else, whenever they feel like listening to it, or while studying, gaming, coding etc.

- **Roles and Responsibilities:**

Role	Responsibilities
1: Marco	composer
○ 2: Marco.	Mixer
○ 3: Marco	drum programmer
○ N:	

- **Milestones**

- 1. Sounds designed.
- 2. Chord Progression, melody and counter melody completed.
- 2. Initial drum pattern programmed
- 3.
- 4.
- 5.

- **Instructor Improvements Suggestions:**

- _____
- _____

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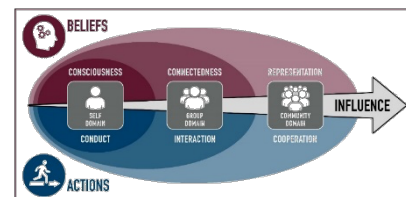


Acorn Project Worksheet

Project Mission Focus: Skill Collaborators

- **Team Name:** Marco Team of One
- **Team member's Names:** Marco Villarreal
- **Project Title:** Donkey Kong Country Marathon
- **Project Influences:** My childhood playing games with my brother.

	Belief	Actions
Group	□Connectedness	□Interaction



Explain: Starting and finishing a game together with someone may seem very easy but just like playing an rpg game with others, there is a high level of communication and teamwork that comes with beating a long game with someone.

- **Project Values:** I value communication and connectedness with my friends especially and I think playing a game all the way through with my friends would be a good way to accomplish that.
- **Description:** I want to play the game Donkey Kong Country Tropical Freeze all the way through in co-op mode with my friend in one sitting. Finishing that game for the first time probably took about 20 hours spread throughout many days for me, so for me and a friend to finish in one sitting it would take a lot of teamwork and persistence.
- **Vision Statement:** I envision a sort of flow state of gaming where we both can play perfectly because of our good teamwork. I think this could be achieved with such a concentrated gaming experience.
- **SMART Goal:** In one day with my friend I plan on beating all 8 world bosses in donkey kong country tropical freeze in co-op mode.
 - Specific: yes
 - Measurable: yes
 - Attainable: maybe
 - Relevant: yes
 - Timely: yes

Summary:

- **Audience (*Who, What, Where, When, Why, How*):** Me and my friend Austin Richards this Saturday or next Saturday at his apartment on my Nintendo Switch.

- **Roles and Responsibilities:**

Role	Responsibilities
<input type="radio"/> 1: Marco	Player 1
<input type="radio"/> 2: Austin	Player 2
<input type="radio"/> 3:	
<input type="radio"/> N:	

- **Milestones**

- ☐ 1. Chose my partner and the game.
- ☐ 2.
- ☐ 3.
- ☐ 4.
- ☐ 5.

- **Instructor Improvements Suggestions:**

- ☐ _____
- ☐ _____

[] **Approved** Date: _____