ASSIGNMENT 1: TEAM FORMATION & FIELD-SITE PLAN

Course: Field Project | Academic Year: 2025-26

Program: B.Tech Computer Science & Engineering | Semester: I

1. TEAM FORMATION

PRN	Name	Role/Contribution
1012411180	Nishant Avinash Patil	Team Leader - RAG model development and survey planning
1012411172	Ananya Ajay Bhonsle	Secondary Leader: Stake holder engagement and data analysis
1012411195	Amey Golande	Frontend development, and documenting
1012411198	Yatharth Prasad	Data cleaning and entry, and literature review

2. FIELD-SITE PLAN

Selected Site: Sinhagadh Vasti, New Canal Road, Ward 18, Pune, Maharashtra

Site Selection Rationale:
- Representative urban poor community with 2,500 households
- Mixed demographic profile suitable for insurance literacy study
- Strong community networks and local leadership structures
- Proximity to healthcare facilities but limited insurance awareness
- Active women's self-help groups for stakeholder engagement

Site Characteristics:
- Primary Language: Marathi (78%), Hindi (22%)
- Occupation Profile: Daily wage workers, construction laborers, small vendors
- Technology Access: 85% smartphone ownership, 60% internet access
- Income Pattern: Daily wage + seasonal work affecting premium payments
- Insurance Awareness: Low (15% basic awareness)

3. PURPOSE OF VISIT

Primary Objectives:
1. Understand insurance literacy challenges among low-literacy urban poor populations
2. Assess stakeholder dynamics and community engagement patterns
3. Test effectiveness of voice technology in simplifying insurance communication
4. Document practical insights for voice-powered insurance solutions
5. Identify improvement opportunities for financial inclusion technology

Expected Outcomes:
- Comprehensive community profile and needs assessment
- Stakeholder mapping and engagement strategy
- Technology validation with target user group
- Process documentation and optimization insights
- Recommendations for scalable implementation

4. MATERIAL AND LOGISTICAL RESOURCES

Human Resources:
- 4-member multidisciplinary team
- Local community liaison contacts
- Ward office coordination
- Health center partnerships

Technical Resources:
- Voice processing prototype system
- Survey platforms (Google Forms)
- Data analysis tools (Python, Excel)
- Audio recording equipment

Logistical Support:
- Local transportation arrangements
- Community meeting space coordination
- Translation support for Marathi/Hindi
- Consent forms and documentation materials

5. REALISTIC TIMETABLE

Phase 1: Preparation (14th Aug - 31st Aug 2025)
- Literature review and methodology design
- Stakeholder identification and contact
- Survey instrument development
- Ethical clearance and permissions

Phase 2: Field Work (1st Sep - 30th Sep 2025)
- Daily visits to Sinhagadh Vasti
- Community engagement and trust building

- Survey administration (100 participants)
- Technology demonstrations and testing
- Stakeholder interviews and process observation

Phase 3: Analysis (1st Oct - 15th Oct 2025)
- Data cleaning and statistical analysis
- Stakeholder mapping and relationship analysis
- Process documentation and optimization
- Technology performance evaluation

Phase 4: Documentation (16th Oct - 1st Nov 2025)
- Report writing and visualization creation
- Literature review integration
- Recommendation development
- Final review and submission preparation

6. TEAM COORDINATION PLAN

Communication Protocol:
- Daily morning briefings at 9:00 AM
- Evening debrief sessions at 6:00 PM
- Weekly progress review meetings
- Shared documentation platform (Google Drive)

Role Distribution:
- Team Leader: Overall coordination and technical architecture
- Secondary Leader: Stakeholder engagement and data analysis
- Frontend Developer: User interface and demonstration support
- Data Manager: Survey administration and quality control

Quality Assurance:
- Peer review of all data collection instruments
- Cross-validation of survey responses
- Regular team consensus on key findings
- External validation with community leaders