Team Canvas

Most important things to talk about in the team to make sure your work as a group is productive, happy and stress-free

Team name kee-arr

Date 20/1/22

PEOPLE & ROLES

What are our names and the roles we have in the team?

faadhi!

Daniel

What are we called as a team?

kee-arr

COMMON GOALS

What you as a group really want to achieve? What is our key goal that is feasible, measurable and time-bounded?

finish project 1

make something i'm proud of

explore collective memory

make something our moms can engage with

PURPOSE

Learn how to work in a team

make impact in our communities

Why we are doing what we are doing in the first place?

VALUES

What do we stand for? What are guiding principles? What are our common values that we want to be at the core of our team?

have fun

be understanding of different paces (we're only human)

build on ideas (yes and...)

Hyping each other up, being supportive

Keep goals clear and in sight

open and honest communication

RULES & ACTIVITIES

What are the rules we want to introduce after doing this session? How do we communicate and keep everyone up to date? How do we make decisions? How do we execute and evaluate what we do?

Discord

Meet 3x/week (two labs + one in weekend)

Good and honest communication

PERSONAL GOALS

What are our individual personal goals? Are there personal agendas that we want to open up?

learn skills that are useful   benefits/nurtures community

make something i'm proud of

Make something fun and functional
- easy to understand, accessible   explore (de)centralization

Make somethig that is interactive
Can be changed via human interaction

Explore how different mediums impact people
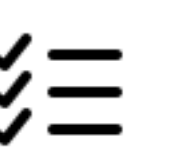
NEEDS & EXPECTATIONS

What each one of us needs to be successful? What are our personal needs towards the team to be at our best?

Frequent communication, keep us in the loop

Curiousity & enthusiasm

Adaptive to changing circumstances

STRENGTHS & ASSETS

What are the skills we have in the team that will help us achieve our goals? What are interpersonal/soft skills that we have? What are we good at, individually and as a team?

Concept design, research, example mining

Prototyping usinging diferent mediums, Drawing/ sketching, Minecraft

Very basic asset design eg. images, skecthes

Finding workaround when problems happen with the main plan

audio - max/msp, recording, hardware

networking - wifi, shiftr, osc, mqtt

organising workload

giving feedback & critique

WEAKNESSES & RISKS

What are the weaknesses we have, individually and as a team? What our teammates should know about us? What are some obstacles we see ahead us that we are likely to face?

poor time management   two people - opposing ideas/conflicts

Tries to incorporate to many ideas at once

distracted, hyperfocus on small details

Team Start - Hawk

<u>Goal</u>

What is the goal of this team?

- make something we're proud of
- explore collective memory
- make something our moms can engage with

What personal goals do individuals have?

- learn skills that are useful
- benefits/nurtures community
- make something i'm proud of
- Make something fun and functional
- easy to understand, accessible
- explore (de)centralization
- Make something that is interactive
- Explore how different mediums impact people

<u>Stories:</u>

- What was it the team did which made it so successful?
    - Trust in other people's work based on self-proclaimed skill.
    - Understand everybody's limitations and boundaries.
- What practices and processes did they use?
    - Collaborative by input, but members are trusted to make their own decisions.
    - Openly sharing ideas - salvaging parts of a whole.
- What practices were challenging and caused problems?
    - Keeping everyone involved in every role is cumbersome, but a jack-of-all-trades is useful to keep everyone afloat.
    - Unbalanced workload - code vs assets creation.
    - No parallel workflow - things had to be done in order, couldn't merge existing work together.

Analyse the Successes

From the stories so far, identify successful practices, processes, and actions in the work. List these successes in the space above.

- Mutual trust in skill - give people space to do their thing.
- Respect others' limitations and boundaries
- Meet often, for a shorter time.
- Openly sharing ideas & links to other projects - salvage parts of a whole.
- Let ideas bloom with constructive exploration, but after ideas run out, hone in focus and start editing.

Analyse the Difficulties

From the stories so far identify the difficulties the teams encountered. List the difficulties in the space above.

- Keeping everyone involved in every role is cumbersome, but a jack-of-all-trades is useful to keep everyone afloat.
- Unbalanced workload - code vs assets creation.
- No parallel workflow - things had to be done in order, couldn't merge existing work together.
- Working around different schedules
- Too much ambition for not enough work.
- Being mindful of using the most appropriate tool for the task.

Expand of the successes:

What other successful practices, processes, and actions have you seen to add to the success list?

- Identify and communicate a mutually agreed workflow early on.
- Identify a minimum viable core/product and separate fancy add-ons.
- First, make it work. Second, make it fast. Third, make it pretty.
- Identify major milestones early and adapt as necessary.

Create Lists:

Do list

- Early:
  - Identify a mutually agreed-upon workflow - parallel needs to be possible.
  - Identify a minimum viable core/product and separate fancy add-ons.
  - Identify major milestones.
- During:
  - Frequent and consistent communication - it's ok as long as there's news.
  - Meet often, for a shorter time - have a cap for meeting time.

Do Not Do list

- Overwork - take breaks as necessary and do not let the project consume our lives..
- Stick to a rigid idea - let ideas change and evolve.
- Go MIA without contact.

Top 3:

- Consistent communication.
- Be curious and adaptive.
- Have fun!

Signature:

Faadhi Fauzi :~)

Daniel Paulraj