

## SPRING 2020 HUMAN-COMPUTER INTERACTION PROJECT

During this semester, you will undertake a group project (5 people per team) to:

- evaluate some computing-related task/problem
- develop interface design alternatives for the task/problem
- implement a prototype of your design
- evaluate your design

This is user-centered or interaction design! And the goal of this class is to provide practical and valuable experience with the tasks, research, and experimentation that interface designers do every day.

### THEMES FOR PROJECTS:

The theme for this semester's projects is:

#### **“Designing for diversity”**

You will be encouraged to design for groups of people who are different from yourself and/or to design for inclusiveness, connecting people from different backgrounds. We challenge you to make better information accessible to more people to encourage better decisions. Through better decisions we can drastically improve the health/safety of people.

As part of your project, you will need to define what a specific group's needs are that your project tries to support and what activity you would like to design that might help address this need. Think about how that activity is currently supported via technology, what doesn't work about current ways of supporting it, and how your solution will do this better. The specificity of addressing a particular group of people allows you to deeply think about what makes the group unique and how you would best want to support them. So, dive in and see what you can come up with

By design, this is a large area to explore and we will help you investigate ideas for different problems to explore in this solution. We will help you come up with possible project ideas or you can come up with your own. In the case of the latter, you must make sure you get it approved by the instructor. The critical aspect of selecting a problem is that it must matter to some “real- life” people. These people can be a small group of individuals, or a large one, or any group in- between, but they will serve as your “clients” whom you must communicate with and learn from.

It is your responsibility to find and contact the clients for your projects. They will not come to you. Therefore, you need to make sure that your problem domain has an obtainable population.

## GRADING

After each milestone, each team member will complete a survey of the work of their teammates. This information will be used to adjust grades, as necessary, at the end of the semester. To be clear, lack of participation may result in an individual reduction of grade. Likewise, doing more than your fair share of work may result in a grade adjustment. Recall, the group project is over 45% of your final grade.

Within the team, you must negotiate on how much and what each person will contribute. There are many factors that must be discussed at the beginning of the project to ensure that things go smoothly. Such factors include:

- Where do people live and what hours do they prefer to work? Some people commute from nearly an hour away!
- Where will the group meet?
- What skills do different individuals bring to the group and how can they be best utilized?
  - Remember, skills go beyond programming. Artistic design, interviewing individuals, writing, are all valuable skills.

## DELIVERABLES

Each part of the project will include a deliverable report. These reports should be in PDF or HTML format and be **publicly-accessible**. Thus, each team needs to have a **public home page**, and on this home page, you should have the following information:

- Team name: feel free to be creative, but remember, you may want to use this project as something on your resumes or as a talking point during a job interview.
- Team members
- Synopsis of the problem domain your group is tackling
- Links for project milestones (i.e. Milestone 1, Milestone 2, Milestone 3, Milestone 4).

The format of these reports is up to your group, but it should be professional-prepared. Often, documentation is kept as an afterthought and is done at the last minute which is a recipe for disaster. You may use your own personal domain for the web project space.

## MILESTONE 0 – TEAM CONTRACTS

**Submit on eLC by 01/17/2020 by 11:59 PM** (It is optional to put milestone 0 on your public webpage. You are not required to). Only one person per team needs to upload this document on eLC.

**OBJECTIVE:** To prepare you for the teamwork in the real world, you will work in teams to complete the collaborative project. To accelerate your team's development, a team contract is generated to establish procedures and roles in order to move the team more quickly into the performing stage. This process of generating a team contract can actually help jump-start a group's collaborative efforts by immediately focusing the team members on a definite task. The group members must communicate and negotiate in order to identify the quality of work they

all wish to achieve, and the level of group participation and individual accountability they all feel comfortable with.

**TASK:** As a team complete the team contract template below. You may add any extra sections to your contract if you feel the need for establishing team procedures, identifying expectations and specifying the consequences for failing to follow these procedures and fulfill these expectations. To reduce the possibility for team conflict, make your contract as specific as possible.

## TEAM CONTRACT

### TEAM PROCEDURES

Team Name: The Destressers

Team Members: Vishakha Atole

Abdul Khan

Hussain Qadri

Mario

Thomas Edge

1. Day, time, and place for regular team meetings:
  - Location: Boyd Science Library.
  - Day & Time: Monday, 10am-11am.
2. Preferred method of communication (e.g., e-mail, text, Slack, eLC Discussion Board, face-to-face, in a certain class) in order to inform each other of team meetings, announcements, updates, reminders, problems:
  - Groupme and group meetings
3. Decision-making policy (by consensus? by majority vote?):
  - Majority vote
4. Method for setting and following meeting agendas (Who will set each agenda? When? How will team members be notified/reminded? Who will be responsible for the team following the agenda during a team meeting? What will be done to keep the team on track during a meeting?):
  - Mario is the designated team lead, which means that he will set the agenda during the meetings and will give updates through Groupme. Everyone is then responsible for any assigned task and requesting for further assistance if needed. The team will create a tentative schedule (Gantt chart) and will aim to reach each milestone. Vishakha will be responsible for keeping track of the updates on each task assigned, members present for the meeting and will do the submission for each milestone on ELC.
5. Method of record keeping (Who will be responsible for recording & disseminating minutes? How & when will the minutes be disseminated? Where will all agendas & minutes be kept?):
  - Hussain will record all important information that is gone over during the meetings and send a document of all important to after the meeting. It will all be contained inside a google document that is shared with everyone in the group.

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## TEAM EXPECTATIONS

### Work Quality

1. Project standards (What is a realistic level of quality for team presentations, collaborative writing, individual research, preparation of drafts, peer reviews, etc.):
  - The team will aim to give their best work possible and will try to complete each task on or before 6 pm on each due date to ensure all work is complete and thorough. If any issue does appear, it will allow for a proper amount of buffer to fix each problem that arises. In regard to the individual research, each member will be given an equal amount of opportunity to learn something new. Milestone documentation will be shared amongst the group and will be proofread numerous times to ensure all requirements are met.
2. Strategies to fulfill these standards:
  - The day the milestones would be opened, team lead will assign tasks to team members in order to ensure that each task is completed on or before 6 pm on each due date via groupme or during group meetings. Before assigning tasks, it would be kept in mind by the team lead that the person that the task has been allotted to is comfortable with it/willing to work over it.

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## TEAM PARTICIPATION

1. Strategies to ensure cooperation and equal distribution of tasks:
  - Tasks will be designated to the most suited person. If there is one large task, it will be split between multiple members who will try to work together to complete each one.
2. Strategies for encouraging/including ideas from all team members (team maintenance):
  - All milestones will be discussed within group meetings to discuss how to tackle each one. No voice will be squelched and all ideas will be heard. It's a no judgement zone.
3. Strategies for keeping on task (task maintenance):
  - Work will be started multiple days prior to the due date so everyone will have plenty of time to work on the task and to discuss any issues that may arise to help keep the project moving.
4. Preferences for leadership (informal, formal, individual, shared):
  - Informal, shared leadership strategy where everyone will be able to voice their opinion and the idea with the most traction amongst the team will move forward.

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## PERSONAL ACCOUNTABILITY

1. Expected individual attendance, punctuality, and participation at all team meetings:
  - Each is expected to come to each scheduled meeting unless a test or unforeseen circumstances arise. This would then mean they should be able to communicate through Groupme at the very least.
2. Expected level of responsibility for fulfilling team assignments, timelines, and deadlines:
  - Each member is expected to work on the project and do any part that they are assigned or volunteer for in order to reach each deadline set by the team. Help is always offered if problems arise though.


3. Expected level of communication with other team members:
  - We will have constant communication via Groupme. If an issue arises we will address the problem as a group and come up with a solution.
4. Expected level of commitment to team decisions and tasks.
  - Each team member is expected to try their best in completing the task so that each deadline can be met. If any problems arise, communication is key to figuring out a way to solving it.

### CONSEQUENCES FOR FAILING TO FOLLOW PROCEDURES AND FULFILL EXPECTATIONS

1. Describe, as a group, you would handle infractions of any of the obligations of this team contract:
  - You will be looked down upon if you simply gave up without reaching out for help or telling any group member about a problem that one has come upon.
2. Describe what your team will do if the infractions continue:
  - Beat them up!!! Alternatively, one's membership in the Fellowship will then be reviewed with the professor if need be.

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- a) I participated in formulating the standards, roles, and procedures as stated in this contract.
- b) I understand that I am obligated to abide by these terms and conditions.
- c) I understand that if I do not abide by these terms and conditions, I will suffer the consequences as stated in this contract.

Team Member's Name	Team Member's Signature
Hussain Qadri	
Vishakha Atole	
Abdul Khan	
Mario Garcia	

Thomas Edge

A handwritten signature in black ink, appearing to read 'Thomas Edge', is written within a rectangular box.