IT Capstone Project Owner Feedback

IFB398 24se2: T063 Preferencing Team  
Project Owner: Professor David Lovell

Team members:

* Taine
* Nichol
* Rachel
* Lucy

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# Meeting 1: Wednesday, 31/06/24

When: 11:30am-12pm

Where: GP-S1001

| **Name** | **Present?** | **Advised of absence?** |
| --- | --- | --- |
| Taine |  |  |
| Nichol |  |  |
| Rachel |  |  |
| Lucy |  |  |

## Feedback

| Domain | Below Expectations | Meets Expectations | Above Expectations |
| --- | --- | --- | --- |
| Product & Progression | The students did not demonstrate significant progress on their project. The goals established at previous meetings have not been met, and no satisfactory explanation was offered for this. | The students demonstrate progress on their project that is at the expected level of competency for final-year students. | The students demonstrate progress on their project that is (well) above the expected level of competency for final-year students. |
| Process & Teamwork | The students do not appear to function well as a team. The contribution between students may be unequal and there may be significant issues with communication. | The students appear to be working well as a team, however, not all students are aware of the progress of others. The team integrates the feedback received. | The students appear to be working very well as a team with all students contributing equally. Communication is well-managed, and all team members have clear roles in the project. All students offer feedback and integrate effectively the feedback received. |

## Comments

* First meeting after semester 2 start
* getting back into the project
* discussed and reconfirmed requirements
* Discussed experiment and what needs to happen for that to work

DL writes:

It was good to see everyone again for the first meeting of semester 2. I was not sure why the Team did not seek to meet in Week 1. It looked as though work had stopped over the semester break and we spent time going over the project’s aims—I had expected that these would be understood by now, but I am glad that the Team sought clarification. We discussed the idea of conducting some kind of user experiment and the Team presented thoughts about what that could involve. I think that the Team could have thought through some of the practical realities of doing user experiments in greater depth. It was good to clarify that their intention is to run experiments online. I’m not sure what measurements or observations they would like to make. The Team seems fairly engaged in the project, but I’m often unsure about what individuals are thinking or planning.

# Meeting 2: Wednesday 07/08/24

When: 11:30am-12pm

Where: GP-S1012

| **Name** | **Present?** | **Advised of absence?** |
| --- | --- | --- |
| Taine |  |  |
| Nichol |  |  |
| Rachel |  |  |
| Lucy |  |  |

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## Comments

* Lucy, Rachel and Nichol discussed the preference systems we are going to develop.
* David expressed his satisfaction with these proposals and suggested a pilot experiment to work out the details of our plan (as well as the general worry about the scope of the initial experiment plan).

DL writes:  
It was great to hear from all Team members and I thought that the different approaches to preferencing that were presented were worth exploring. The Team suggested upwards of 50 participants for the experiments: this is way too many for a first experiment (which may not work as planned) and probably way too many in any case (I do not see why students would be motivated to participate). I suggested running a pilot experiment with members of the Allocation Team—they would be sympathetic and constructive. I’m not sure what the Team’s overall plan is at the moment… time is limited. This was a useful discussion though, generating a range of ideas worth pursuing.

# Meeting 3: Wednesday 14/08/24

When: 11:30am-12pm

Where: GP-S1012

| **Name** | **Present?** | **Advised of absence?** |
| --- | --- | --- |
| Taine |  |  |
| Nichol |  |  |
| Rachel |  |  |
| Lucy |  |  |

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## Comments

* Discuss the webapp implementation on gsheets
* Discuss the pilot experiment some more

For me, the highlight of this meeting was seeing a demonstration how a different UI to the Google Form could be created via Google Apps—this is definitely a very interesting avenue to explore. I emphasised that it would be important for any experiments to include the original preferencing process so that we can gain insights by comparing alternative approaches. I’m still not sure what the Team aims to measure or observe in the experiments, and how they plan to evaluate or gain insight from these observations.

# Meeting 4: Wednesday 21/08/24

When: 11:30am-12pm

Where: GP-S1012

| **Name** | **Present?** | **Advised of absence?** |
| --- | --- | --- |
| Taine |  |  |
| Nichol |  |  |
| Rachel |  | Off sick |
| Lucy |  | Off sick |

## Feedback

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## Comments

With Rachel and Lucy unwell, I talked with Taine and Nichol about their plans for some kind of user experiment. I reiterated that this would have to include comparison with the preferencing process used in semester 1 if the aim is to show a “better” approach. I remain unsure what the Team aims to measure or observe in the experiments, and how they plan to evaluate or gain insight from these observations.

# Meeting 5: Wednesday 4/09/24

When: 11:00-11:30am, 2-3pm

Where: GP-S1012

| **Name** | **Present?** | **Advised of absence?** |
| --- | --- | --- |
| Taine |  |  |
| Nichol |  |  |
| Rachel |  |  |
| Lucy |  |  |

## Feedback

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## Comments

It was good to see the Team, though not good that Taine is still not well. The Team asked to discuss an Artifact Agreement; to share information about a proposed experiment; and to ask about problems with back end code. The draft Artifact Agreement had headings like “Proposal”, “Basic UI Design”, “Testing measurement” but little detail or specifics about what these refer to—I didn’t understand what the artifacts were meant to do. We ran out of time to explore this, so we reconvened for another hour of discussion. I can see that each Team member is thinking about the project, but it seems like people are working independently. I’m quite unsure about the specifics of what the Team is planning. We discussed a “think aloud” experiment as a way to get feedback from the Teaching Team (i.e., me) about the usefulness and usability of a preferencing system. We also discussed an experiment with other students to understand their reactions to two different preferencing approaches.

# Meeting 6: Wednesday 2/10/24

When: 11:00-11:30am

Where: GP-S1012

| **Name** | **Present?** | **Advised of absence?** |
| --- | --- | --- |
| Taine |  |  |
| Nichol |  |  |
| Rachel |  |  |
| Lucy |  |  |

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## Comments

Today’s meeting was not what I was hoping for.

Nichol arrived first and we started talking about the experimental plan that I had been sent. When I received this, I asked the Team “Was there anything you wanted me to do in relation to what you sent last Friday (attached)? Or was that just for my information?” but didn’t get a reply… so I had not done anything with it. If someone sends me an email that they want me to respond to, they need to explain what they would like me to do.

Lucy and Rachel joined as Nichol was asking me about IFB399 Assessment, specifically, what project type should the Team choose in one of the Assessments. I explained that I am in the role of Industry Partner and not a member of the IFB399 Teaching Team, so I’m not concerned about Assessment… my focus is on the Project and the value it delivers. I suggested that the Project involves aspects of UX and technology exploration.

Taine arrived. (Taine: in a professional context, it’s wise not to bring food and drink into a project meeting with a client.) I explained what we had covered and asked what Taine would like to discuss, then gave the whole Team a few minutes alone together to work out how they would like to use the remaining time. When I came back, the Team said they had no further points to discuss.

I’m here to help. I would like to see this Project deliver value. I am looking for you to work as a Team with me as Industry Partner. I am not the Project Leader/Manager. I need you to communicate your intentions, questions, insights, etc to me… and I will try to do the same in return, so that we can have a shared understanding for our work together.

# Meeting 7: Wednesday 9/10/24

When: 11:00-11:30am

Where: GP-S1012

| **Name** | **Present?** | **Advised of absence?** |
| --- | --- | --- |
| Taine\* |  |  |
| Nichol |  |  |
| Rachel |  | No |
| Lucy |  | No |

\*attended meeting but did not contribute

## Feedback

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## Comments

Nichol arrived first and relayed that Lucy and Rachel did not want to attend today’s meeting because they felt their work was not ready to show. I’m not sure what Lucy and Rachel are working on. This is Week 11. Week 12 is the last week that I will be able to meet with the Team.

As usual, I asked Nichol what things he wanted to discuss today and he said he wanted feedback on work he had implemented, so we started in on that.

Shortly after, Taine arrived. I asked what he wanted to discuss or share and he said he did not have anything to discuss or share. In the rest of the session, Taine showed no interest in what Nichol presented and did not engage or contribute.

So, the following comments I address to you, Nichol.

My sense is that you are doing your best to make progress on your own—I think this is a difficult situation for you, but I respect that you are doing what you can.

You shared an initial implementation of a browser-based system for students to filter and select projects to distribute their preferences across. I understand that, as an IS major, you have learned some javascript and web programming to achieve this—I think this shows initiative and determination.

In terms of how this implementation addresses the aim of the Project (to develop improved ways for students to express project preferences), my initial thoughts are that

* What you showed me seems fairly basic in terms of functionality and presentation.
  + I was expecting an AppScript implementation as the Team had shown in Meeting 3, but I understand that you are not familiar with that approach
* I would have to find or create a web server to run this application.
* I do not know how I would maintain or modify the application in future.
* I’m not sure whether users can modify their project selection while maintaining some of the preferences they have entered.
* Compared to the Google forms and sheets solution that this Project began with, I don’t see the advantages of what you demonstrated.
* I appreciate your observation that students may not know how to use Excel to filter and search through project information in spreadsheet form, and will make sure to provide additional guidance on that in future.

We talked about user testing (e.g., getting feedback from other students). With one week to go, I think this is unlikely.

Given that this is Week 11 and it seems like your Team is not operating as a Team, I don’t expect to see useful outputs from this Project. However, I respect that you are giving this your best shot and doing what is within your control to achieve.