TEAM REPORT 1: REQUIRMENTS (AND DIRECTION)

"When I go somewhere new, I notice door handles and what people wear." – David Byrne

Due: Section 2: Wednesday Feb 11 (in class)
            Section 1: Thursday Feb 12   (in class)

Format: written report, 12pt, single-spaced
           Illustrations, photos and drawings, if necessary
           Label with team number, member names and ids, and date

The report should contain:
- ❑ **Root concept** - problem your team is investigating. The report should expand on the topic elaborating any particular focus that you have settled on.
- ❑ **Users**
    - o Who are they?
    - o Where did you find them?
    - o What did you do to collect data?
    - o How long did you spend with them?
    - o What matters to them?
    - o What do they do in their work?
    - o What is unexpected?
    - o How do they now get to the information your project will present to them?
- ❑ **Scenarios** What are scenarios of their current work practice? Are there different scenarios that can be made from the situation you observed? What claims can you make? Can you imagine alternate scenarios with changes in (or introductions of) technology?
- ❑ **Other representations** Use whatever additional representations you think will communicate the current situations. These might include hierarchical task analysis, documentation of artifacts, snippets of actual conversations, etc.

Grading: is based on your reporting of getting to know your users and the completeness of scenarios. One measure of quality of evaluation we will use is the number of positive and negative aspects you claim.   However, the most important measure is how well you come to see the situation and the particular details of the activities.

Value: the report is worth 10% of the Team Project which is 40% of the course. (that is, the report is 4% of the course.) The real value is

to establish who you are working with and get you thinking about what matters. The requirements you come up with here will be used to guide your design and evaluate your implementation. And one more thing – this is NOT the part of the process where you should be limiting yourself because you feel you cannot create a solution that meets the requirements.

Note: Any reflections you have at this early stage are valuable – so please include them in your report. This includes reformulation of the project in light of getting to know your users and early concerns you might have with being able to create a solution.