

Meeting Notes c Dr. Veinott 1/18/21 @ 1600

-Make sure to go through the premortem process; good exercise for the team

-Brooke to facilitate

-Big idea

- Process that is normally facilitated by someone outside of group
- Facilitator has the information
- App to have ability to store info?

App should have some sort of ranking or weighting to reasons

Timer should be made to be within the app (2minutes)

There needs to be space for the individual to write their reasons and solutions separately from the group, and then consolidate them together

-There should be a designated facilitator, not an everyone goes at their own pace sort of process

-The list of reasons needs to be able to be seen by everyone

-Application provides a collaborative process that gives prompts in real time

-Design should be clean and straightforward

-Ideally, this app could be handed off to anyone at Tech who is doing some sort of planning

-Student teams, non-student teams

-Requirements page?

-Sharing capabilities, a unique link for each premortem?

-Premortem has specific instructions

-Make sure to complete a cognitive wall walk/cognitive walkthrough

Meeting Notes c Dr. Veinott #2 @ 1600 1/26/21

-Expected communication outside of app

-yes, remotely or in-person

-Single dynamic page vs. multiple pages

-example of single dynamic page: YouTube comments; social media feed

-users should have the feeling that they are making progress

-from a hf standpoint, different underlying mental models (what are the different affordances between the two options?)

-what would that look like?

-up to team

-Output?

-pdf vs. csv

-How are the teams going to be using the output

-pdf would be fine, csv doesn't need to be done

-different output pages though? Could choose specific- reasons, solutions

-Process of the user (thoughts)

-To start, only the user can see their answers before they submit them

-Good

-Facilitator can make the answers to see how many others have a similar answer

-Repeat process twice for both the reasons and solutions

-Texting into one text field is it possible to separate after?

-Need to be able type and separate each reasons/solutions individually from each other, not as one paragraph of text

-Could there be a pre-made sheet that pops up for users to fill out during the 2 minutes, can add additional fields as needed

-Can you move them around?

-No one has ever generated any more than 7 or 8 reasons during the 2 minute timeframe

-Don't necessarily need to prioritize the reasons

-Have tab for "my answers" and the "group answers" separate?

-web application, could be used on mobile as well

- might get a little more complicated if clicking and dragging answers around the field
- Should do a cognitive wall walk for different design ideas before you get too far into it
 - stick on the wall and bring people in who have zero experience and see where they run into trouble
- Delete room after the process/meeting is done?
- Paper prototype
 - PowerPoint slide
 - go over paper prototype with dr. veinott?
 - yes
 - evaluation feb 8th
- Meeting with scientist Wednesday Feb 10th @ 1700
- Only thing that should "fixed" within app are the premortem instructions