

Weekly Status Report

Dates: January 22, 2008 – February 1, 2008

Team Members: Afua Gyasi, Kimberly Amin, Kim Monti, Matthew Mariani, Rahel Woldehanna

Our Current Situation

The team began the Spring semester by discussing next steps for the design phase of the Virtual Collaboration Center and key items we want to discuss in our next meeting with our client Michael Behrmann. The team revised the mission statement and developed goals for the Spring semester. The team also revised member roles and responsibilities and ground rules based on our Fall 2007 team work experience. Rotating roles were identified based on the number of weeks in the Spring semester. From 1/29 through 2/19 the team roles will be: Rahel Woldehanna (Project Coordinator), Kimberly Amin (Client Liaison), Kim Monti (Scribe), Afua Gyasi (Technology Support), and Matthew Mariani (Quality Control).

A meeting has been scheduled for 2/5/08 to discuss the Needs Analysis recommendation with Michael Behrmann. Matthew Mariani will facilitate this meeting and Kim Monti will take notes. The team was also provided access to a Blackboard course shell and began exploring how to create content and collaborate using tools within a Blackboard course site. The team discussed possible topics for the collaborative paper on design-research. Each team member will review recommended articles on the topic and post notes to the Blackboard course site. Based upon a review with our instructor Brenda Bannan-Ritland on usage-centered design, the team began to draft additional personas, user roles, and user intentions for the Virtual Collaboration Center.

Accomplishments

- Revised team mission, ground rules, roles and responsibilities, and established new goals for Spring semester
- Established rotating schedule for team roles during Spring semester
- Scheduled meeting with client Michael Behrmann to discuss Needs Analysis recommendations
- Explored affordances of Blackboard in relation to the Virtual Collaboration Center
- Researched topics for collaborative paper on design-research
- Drafted additional personas
- Drafted and revised user roles and intentions based on personas

Action Items

- Create agenda for meeting with client Michael Behrmann
- Identify topic and create outline for collaborative paper on design-research
- Continue exploration of Blackboard functionality
- Continue refinement of user roles and intentions to create use cases