

21W.732 class agenda, Mon. Sept. 14

time	activity	details	objectives
7:15–7:20	warm up activity	drawing	warm-up, graphics practice, set-up for pitches
7:20–8:20	pitch designs	informal presentation of your design ideas; the objective is to elicit feedback; as an audience member, your objective is to provide useful feedback	practice with informal presentations and eliciting collaboration; practice collaborating; improved designs; practice listening
8:20–8:25	break	notebook & proposal collection	recharging opportunity
8:25–8:55	collaborative design winnowing	works about as well as ANOVA analysis bases & weighting of selection vanilla baseline why decisions are difficult	introduce, describe, justify, and provide an example of an effective method for making design choices
8:55–9:05	project progress check		
9:05–9:15	wrap-up	notebooks back; confirm ESG 21W.732 participation for hobby shop membership	

Homework:

- prototype your device to keep coffee hot
- complete teamwork reading (Oakley, Philips, FSNP&D)
- mull over who you want to work with for project II deliverables and why
- start the process of turning your proposal into a report

21W.732 class agenda, Wed. Sept. 16

time	activity	details	objectives
3:00–3:15	warm up activity	begin evaluation of devices to keep coffee hot (i.e. weigh, pour in hot liquid.; verify starting temperature and time)	evaluation phase of design trajectory
3:15–X:XX	lecture/discussion	beginnings, middles, and ends transforming proposals into reports memos (e-mails) oral presentations team formation	convey information concerning how audiences absorb information and how texts and presentations must cater to the audience; and perhaps engage in these best practices
4:00–4:10	break		recharging opportunity
4:10–4:40	choose teams for project II		
4:40–4:55	temperature measure I	Dave will measure the temperature as needed	evaluation phase of design trajectory
4:50–5:05	temperature measure II	Dave will continue to measure the temperature as needed	evaluation phase of design trajectory
5:00–5:15	temperature measure III	Dave will continue to measure the temperature as needed	evaluation phase of design trajectory
5:10–5:25	temperature measure IV	Dave will continue to measure the temperature as needed	evaluation phase of design trajectory
5:20–5:35	temperature measure V	Dave will continue to measure the temperature as needed	evaluation phase of design trajectory
5:35–7:00	temperature results disseminated	Dave will make the results available on the web	

Homework:

- convert your proposal to a report
- prepare an oral presentation to report the success of your design (5 slides: title, problem statement (copy from problem definition, go fast, emphasize your spin), your design—overview & details on same slide, results, and conclusion)
- read *questions to consider to create a team contract* (courtesy of MIT leadership folks)
- meet as a team to plan project II, especially scheduling, spin, and slant
- attend a hobby-shop orientation