

THE 21W.732 EXIT STRATEGY TABLE COMPANION
11/1/2007

- Catching up on previous assignments—three recent assignments that may deserve completion shortly:
 - Team web presence, including a meeting agenda and minutes section
 - A re-write of one of the first three essays, with input from the writing center
 - A final draft of the product proposal
- Details on the test proposal assignment:

Each team must conduct (at least) three experiments as part of the product development cycle. These tests can either guide the product design or evaluate the resulting product to determine whether the product meets the specifications defined in the product proposal. Each student is responsible for the writing of one test proposal and the resulting test report. Students are encouraged to work together on the experiment itself and expected to workshop the proposals within the product team. If you need a target page-length, shoot for 4 pages. Include a summary, an introduction, a background, a methods section, and a time line of deliverables. This document will expand into a test report once the experiment has been executed.
- Details on the team evaluation assignment:

Evaluate yourself and your team members. Answer three questions:

 - What should the evaluatee continue doing?
 - What should the evaluatee do more of?
 - What should the evaluatee do less of?

It is possible that your team members are all well enough behaved that there will be no entries in the “less of” column. A paragraph would be grand; a bulleted list would suffice.

Send the evaluation results to Dave, who will check them briefly for civility. When all team evaluations are complete and civilized, Dave will forward the results to all team members simultaneously. Anonymity is not possible in a team of 3...