

# CAPSTONE: CONCUSSIONS TEAM A CONTRACT

Grant Utter | Chanel Pinnock | Sage Barnard | Jane Mo

## Objective:

*“To build a web experience to motivate student athletes to disclose concussion reports.”*

## Communication:

### → *SLACK*

Used for any communication during digital collaborative work and to share important notes/information from research

### → *Gmail*

To send files, forms, links and to access google docs

### → *Phone (iMessage, GroupMe)*

Instant communication used to remind group members on deadlines, location/time of meetings.

Any communication that needs immediate responses will be done through phones

## Meetings Time and Location:

*Fridays//4:00 PM-6:00 PM//MLC: Jittery Joe's*

## Culture/Responsibilities:

- Questions to the group or to an individual within the group must be answered by the end of the day.
- Questions asked after midnight will be answered the next morning by noon. (Unless it is an emergency that needs immediate response)
- Everyone must provide honest, thorough feedback on everyone else's work.
  - We must provide critiques of each other's works.  
It is not meant to denigrate or offend but to simply build each other up in order to create a strong overall product.
- Communicate conflicts
  - Any issues that interfere with an item that has been agreed upon should be communicated effectively. Complications occur outside of our control sometimes. Communicating those complications are the best way to succeed.
- Be on time. If you are not going to be on time, communicate that.
- Be respectful of one another and their work.
  - Support others when necessary. One person cannot create this project alone.
- Be mindful of deadlines. Commit to hard deadlines.
  - If those deadlines cannot be reached, let the group know ahead of time.
- Attend Friday meetings each week.
  - Be able to debrief work efforts made throughout the week on the project at the Friday meetings.

### Adjustments at Mid-Term:

- Times that we meet as a group
- Evaluate project plan and see if we need to take another route.
- Team roles and if anyone wants to switch or take on a different sector of the project.

### Unknowns:

- The level of coding and technological knowledge that will be needed to create the online platform.
- How this project will have an effect, if any, on student athletes and their responses to concussions.
- How our team will function as a working unit to create the finished product.

# Meet The Team



## Sage Barnard: Web Designer/ Client Relations

As web designer, I will be responsible for the main coding base of the web platform that our group will create. The website will provide student athletes with an online interface that will attempt to aid and encourage them in the reporting of their concussions. I will strive to keep the website design and layout aesthetically pleasing while also having a level of interactivity that a user would be interested and educated by.

I will also be the main link of communication between our group and our clients. I will make sure to maintain a strong relationship with them; being responsive to what they want to see out of the project, as well as relaying to my group members the client's perspective and goals.

As far as individual assignments go, most of them will be done with some level of collaboration from all group members, but I will specifically be responsible for the creation and overseeing of the final product of the Wireframe, project website, project beta, and the final operational project.

## Grant Utter: Content Creator

I will be responsible for taking all research, information and content and packaging it in a way that is both easily digestible and interesting to read. In that sense, I will not only be focusing on the way in which content is written, but also in the way that it is presented. Research should be presented clearly and concisely with proper citations given to any references used. Information should be detailed and written in a way that is accessible to all readers. Content will be designed in a way that is both stimulating and informational.

While other members will help with generating content and gathering requisite information, I will ultimately be in charge of turning that information into deliverable content.



I will be responsible for writing the project plan on Medium, writing all content on the final project interface, designing the "One-Page" informational pamphlet that will be given out at SLAM, and creating the project trailer. I will also assist with website and module creation as much as possible.



### **Chanel Pinnock: Presenter/Researcher**

As presenter, I will be responsible for doing most of the class presentation. As researcher, I will be responsible for continuously researching concussions and the effects it has on athletes, and how to promote them to report injuries.

I will be thinking of the big picture and preparing for SLAM throughout the semester. My job will be to keep the team going and keep our spirit up.

As a theatre major, I have a experience being in large groups, and talking in large crowds. I enjoy organizing large groups and communicating to those groups.

Theatre is extremely collaborate so I love working with people.

I will be the point person in charge of all presentations, including a stage presentation done in class and at SLAM if chosen. I will also be responsible for clearly explaining our wireframe and beta presentations.

### **Jane Mo: Editor/Communications Coordinator**

I will be responsible for editing the format, content, and design of the overall project. I will achieve this mainly by assisting members of the group.

My job as a digital producer in a newsroom will help me create new and inventive ways to not only deliver information but to get people interested in reading and interacting with the website. People's engagements to our website are especially crucial because of the magnitude of the message our clients want to get across.

I will also be responsible for all internal communication that goes on the team. I will communicate with individual members frequently to make sure everyone knows what they are responsible for and to make sure that the team is on the same page. Specifically, I will help build a mockup to show the design and functionality of our website. I will also be documenting the process of the project by writing posts and updating throughout the semester through pictures, blogs, and videos. I will also

help create a poster and a booth to have a more tangible presentation experience for our project.

