

Team: P18414

Engineer: Rozie Yeghiazarian

Entering Phase: Build & Test Prep

What do I plan on doing to ensure that Team P18414 has successful Build & Test Prep + Subsystem Build & Test phases?

Task 1: *Keeping up with primary task point of updating the project plan accordingly and ensuring the group remains on track. (1/15-2/26)*

Task 2: *In terms of Build & Test Prep, another critical task is making sure that all is in order for Josaphat's arrival to make the most impact on our team's progress. That being said, it is crucial that arrangements have been made to ensure the facilities and supplies are on hand and ready for toilet base construction to commence with the technical expert. (1/22-1/20)*

Task 3: *An interesting area to explore is in integration of a variable that may potentially be manipulated during the human subjects testing. This would be done by diving into possible ways to design a simple rig that would fit into the base and allow for the diverter angle and placement to be adjustable for potentially manipulating between human trials. (1/15-2/5)*

Task 4: *Since having submitted the human subjects testing (HST) documentation, there may be changes that the IRB team or group on campus responsible for vetting the proposal request of the student group. These will also need to be maintained and addressed promptly throughout this phase so as to ensure testing occurs as schedule. (1/15-2/5)*

Task 5: *All members of the group will participate in the final assembly of the various fully constructed subsystems into the full toilet prototype model, ready for use. (2/12-2/19)*

Task 6: *The last primary objective to be addressed here is the continuous iteration of the design as physical construction is happening and the team is getting hands on with the model. To do this task point justice, collaboration with Jeff will be critical in ensuring the CAD is kept up-to-date. Kaining will also have to be looped in of changes that may impact her renders of the design. (2/12-2/26)*

Task 7: *The next action points near the latter portion of this phase include generating the presentation visuals to be added to the file folder in EDGE so Tessa can post them on EDGE. (12/3-12/8)*

Task 8: *Accordingly, the EDGE page will be updated along with Tessa over time with more of an emphasis in workload here nearing the end of the phase. (12/3-12/8)*

Task 9: *Lastly, a pre-read will be sent out to the client and guide. (12/8)*

Task 10: *Immediately following the review, notes and recommendations will be collected and iterated upon. (12/11)*

1. What did I actually do?

The target tasks for this past phase were addressed. It is important to note the former task list was generated to include both Build & Test phase task points as well as Subsystem Build & Test phase task points. Those pieces specifically for this following phase have yet to be addressed but were added to the vision for the following phase as seen below.

A task item that was adjusted was the toilet construction with Josaphat one as, with the new circumstances, this is no longer possible. Plans are in order and in progress with getting the toilet mold shipped here, however, in association with addressing that risk which came to fruition.

2. What did I learn?

I have learned a lot about the financial and pay side of things as they work within Senior Design. In all seriousness, though, from a project manager perspective, I am continuously learning how to best leverage a diverse team of uniquely talented individuals. I am also learning how to best maintain more open dialogues between team members and ensuring folks feel comfortable offloading tasks to more evenly distribute the work amongst team members.

3. What do I plan on doing to ensure that Team P18414 has a successful next review?

To ensure the team has a successful following review, I plan to keep up the work ethic I have been displaying, but better oriented towards this project. This particular phase has been difficult with starting a new part time co op and flooding job applications into the world. I will have more time to focus better this upcoming phase as the routine of the semester has finally solidified now leading into the end of this former phase.

Team: P18414

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Entering Phase: Subsystem Build & Test Prep

What do I plan on doing to ensure that Team P18414 has a successful next phase review?

Task 1: *Keeping up with primary task point of updating the project plan accordingly and ensuring the group remains on track. (1/29-2/26)*

Task 2: *Ensuring the facilities and supplies (mold from SOIL, included) are on hand and ready for toilet base construction to commence with the technical expert. (2/12)*

Task 5: *All members of the group will participate in the final assembly of the various fully constructed subsystems into the full toilet prototype model, ready for use. (2/12-2/19)*

Task 7: *The next action points near the latter portion of this phase include generating the presentation visuals to be added to the file folder in EDGE so Tessa can post them on EDGE. (2/26)*

Task 7: *Something critical in this phase will be to make sure all plans are in order for HST, considering the logistics of conducting the testing as well as making sure we have started recruiting. (2/12-2/26)*

Task : *That in mind, another task will be to compile and design the HST google form for manual data entry on part of each participant. (2/12-2/26)*

Task 8: *Accordingly, the EDGE page will be updated along with Tessa over time with more of an emphasis in workload here nearing the end of the phase. (2/26)*

Task 9: *Lastly, a pre-read will be sent out to the client and guide. (2/26)*

Task 10: *Immediately following the review, notes and recommendations will be collected and iterated upon. (3/5)*

1. What did I actually do?

I completed my individual tasks this phase. The planning and scheduling portion takes up much of my attention in terms of maintenance and regular updating as well as coordinating with everyone to make sure, though some deadlines shift, that they are within my allotted buffer ranges and that we are still on track to meet our overall deadlines. I have also been maintaining consistent communication with the client both in the mass group email and separately with Jess and Oli from SOIL.

A few other tasks came up during this phase which had not been planned on. This included looking into and discussing the Imagine Exhibit for our group. I have been in touch with at least one other senior design group working on a project with a client in Haiti. We have loosely discussed our thoughts about the project and I went ahead and got started on mocking up some of our exhibit description so it is ready to discuss with the other project manager(s) to clean up and finalize the proposal.

2. What did I learn?

As I have said in the past individual visions in this section, learning to best utilize the various talents and skill sets of this team is an ongoing lesson for me. Another interesting facet this time that I have noticed is that I have been a lot better at keeping on top of the contact with SOIL, now that I am not strictly sticking to the mass email chain we have all just been adding to and growing. It was a little change in my workflow, but it has made all the difference in making communication with them more manageable. Now, really only the bigger inquiries and such go in that old primary email chain and the extraneous stuff that is equally important is just addressed on the side in a more timely manner.

3. What do I plan on doing to ensure that Team P18414 has a successful next review?

To make sure this team is successful for the next review, this time it will be absolutely critical that I stay as on top of our schedule as I can and best allocate work so that the many test plans we have to complete are complete in a timely and organized manner. That goes from the actual doing of the test to the iterating on and documenting. I have this all scheduled out in a concise manner, it is just critical that we are on top of things this upcoming phase because the less of the buffer time we eat into this phase, the more time we have to make sure the documentation is stunning for Imagine and the ultimate handoff to SOIL.

Team: P18414

Engineer: Rozie Yeghiazarian

Entering Phase: Integrated System Build & Test Prep

What do I plan on doing to ensure that Team P18414 has a successful next phase review?

Task 1: *Keeping up with primary task point of updating the project plan accordingly and ensuring the group remains on track. (2/26-4/2)*

Task 2: *All members of the group will participate in the final assembly of the various fully constructed subsystems into the full toilet prototype model, ready for use. (2/26)*

Task 3: *Coordinate and participate in call with Jess and SOIL Technical Expert regarding construction. (3/2)*

Task 4: *Compile the data from the Google survey completed by all participants of the HST, look for relevant insights, report to the group on them. (3/26)*

Task 5: *Iterate on findings from tests and work together to come up with updates to the designs, accordingly. (3/26)*

Task 6: *Make progress on group paper. (2/26-4/2)*

Task 7: *Complete and submit Imagine RIT Exhibit proposal. (3/12)*

Task 8: *The next action points near the latter portion of this phase include generating the presentation visuals to be added to the file folder in EDGE so Tessa can post them on EDGE. (3/26)*

Task 9: *Accordingly, the EDGE page will be updated along with Tessa over time with more of an emphasis in workload here nearing the end of the phase. (3/30)*

Task 10: *Lastly, a pre-read will be sent out to the client and guide. (3/30)*

Task 11: *Immediately following the review, notes and recommendations will be collected and iterated upon. (4/2)*

4. What did I actually do?

In terms of what has gotten done this phase, I have kept on top of my to-dos and then some. Firstly, I made sure the call with Jess and Dodo occurred and all necessary parties were present and available to partake. I also worked with the other team PMs to get our Imagine RIT Exhibit proposal through.

I pushed for and made a minor edit to the human subjects testing protocol, which came from a concern expressed by many of my peers who had originally been eager to participate but hesitant based on personal discomforts with having others handle their waste. We worked around this and I made edits in the test protocols to reflect this as well.

On the project management side, beyond coordinating my own team, I kept track of and coordinated every step of how human subjects testing progressed and remained steadily on track. The logistics behind it, I made sure were solid and the overall and intricate plan robust. I tried to make us as productive with our time as I could, making sure that even the clean-up sessions between each human subject trial (which was a necessary step of the study, per sanitation protocols) was used to our benefit, fitting test protocols focused around the cleaning procedure into that time and coordinating the personnel around that.

5. What did I learn?

Much of what I learned this phase came through near the end of the phase -- in the last week, actually. During human subjects testing, I learned a lot regarding the sort of interpersonal etiquette that plays into working with human subjects in a test setting. I employed a lot of soft skills I did not know I knew to exercise and got a lot of practice in reading people's facial expressions and trying my best to make them feel more comfortable in the testing environment, especially since many would start off confident in wanting to participate then seem much more bashful once we got to my giving them the spiel about how our toilet worked in the restroom. It was a fascinating experience.

6. What do I plan on doing to ensure that Team P18414 has a successful next review?

To make sure that this team is successful next review, I will seriously up my game as a PM. It seems like everyone wants more reminders than the ones I already provide, so a big part of this will be becoming the nagging grandmother that just wants their grandkid in college to phone them for a chat, except that metaphor applied to the task points of this project.

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Entering Phase: Customer Handoff and Final Project Documentation

What do I plan on doing to ensure that Team P18414 has a successful next phase review?

Task 1: *Keeping up with primary task point of updating the project plan accordingly and ensuring the group remains on track. (4/2-4/28)*

Task 2: *Dig deeper into the human subjects testing data to see what other insights may be pulled from them. (4/2-4/6)*

Task 3: *Refine Imagine RIT Exhibit activity. (4/9-4/13)*

Task 4: *Iterate on findings from tests and work together as a group to come up with updates to the designs, accordingly. (4/2-4/11)*

Task 5: *Make progress on group paper and wrap up. Break up sections for group. (4/2-4/20)*

Task 6: *Facilitate and assist in completion of Imagine RIT Exhibit poster. (4/11-4/20)*

Task 7: *The next action points near the latter portion of this phase include generating the presentation visuals to be added to the file folder in EDGE and repeatedly reminding group members to also do so in time such that Tessa can post them on EDGE prior to the design review. (4/20-4/25)*

Task 8: *Accordingly, the EDGE page will be updated with Tessa over time with more of an emphasis in workload here nearing the end of the phase. (4/20-4/25)*

Task 9: *Lastly, a pre-read will be sent out to the client and guide. (4/20-4/25)*

Task 10: *Immediately following the review, notes and recommendations will be collected and iterated upon. (4/28)*