

Throughout our time in MSD we have learned a few things that might be beneficial for future teams to know.

1. Never be afraid to ask for clarification from your customer. It is better to ask than to assume anything.
2. Find the best way for you to close out the meetings. When the meeting is done, or you are out of information to give, you need to be able to end the meeting so it doesn't drag on.
3. Your guide is there to help, if you don't know how to handle a situation with a team member simply ask for advice. They have seen it all and will probably have a good idea of what to do.
4. Learn to divide up work based on skills and what people are comfortable with doing. It still needs to be even work, but if the person doesn't know what they are doing or isn't comfortable doing it then it might not be good work.
5. Do not be afraid to talk with your team about their performance on the team. These are hard talks for some people to have, but they are extremely necessary. If you let the problem go then it could only get worse.
6. Order as soon as you can when you know for sure what you need to build. This process takes some time, and you want to get as much of a head start as you can. If you can order in the first half of MSD then do it!
7. Be able to back-up your ideas. If you feel strongly about a design feature you wish to include, then make sure you have a sound argument for it before bringing it to the customer.
8. Never phrase a cost effective option as cheap! It makes it sound like it is of lesser quality, and might make a customer not want to go with that option.
9. Don't use "so" to start a sentence when giving a presentation. There are many other ways to transition to a new topic that sound much better.
10. If you can get ahead, DO IT! When it comes to MSD2 you have more freedom with the schedule, so if you are able to fast track anything do it. This will help free up time later on when you might have other things going on in other classes.
11. When presenting, what feels like talking slow, or a long pause is not awkward for the audience.
12. Your time is just as (or more) valuable as the customers. If the customer is running behind, and you have a time constraint (like class), it's okay to go to your next commitment/ class.
13. Communicate with your teammates, we are all going through different things at different times. If something comes up let them know, chances are they are going to be understanding and willing to work with you on it.
14. Always ask for a piece of advice/wisdom every week from your guide, and listen to it. It might not make sense in the moment, but keep it in your back pocket for the day it comes in handy.
15. Take advantage of your resources. There are a lot of shops and labs on campus you can utilize, so use them. The staff through MSD are all very knowledgeable when it comes to MSD and real life situations.