Literature Review & Needfinding Plan
Due: Monday, 4/10/2017, start of class

Overview
Gather, read, and synthesize literature relevant to your group's focus. Create a plan for conducting needfinding and begin the recruiting process.

Group Creation
Fill out the Google form that we've created for creating groups by 9 PM tonight (Monday, 4/3/2017). The form will ask you about topic preferences and team-mate preferences from speed teaming. We will assign you to a group by tomorrow evening. The assignment below is to be completed in your group.

Literature Review
The world is your oyster! Start your work in this class by reading and synthesizing online literature to inform your knowledge of this space. Look for research & white papers, newspaper articles, blog posts, slideshare presentations, anything that presents different points of view... you may even want to (gasp!) visit the library. We started a collection of articles here but it's only a starting point:
https://www.pinterest.com/dgatsby/inclusive-tech/

Come to class next Monday with the following:

1. **Summary Google document that includes the following:**
   - List of links to all the online sources you've collated w/ 1 sentence description of each
   - Summary of what you learned, especially anything new or surprising
   - Areas that require further research that you have more questions about

2. **3 Share out Slides**
   - Be prepared to share 3 interesting things you learned with the class

Needfinding Plan, Discussion Guide & Start Recruiting

Needfinding Plan & Discussion Guide
Create a plan for interviewing people to start gaining empathy. Use the insights you've gathered from your literature review to decide on who to interview and how. Your plan should include the following components:

- Focus of your team’s research and names of team members
- Target interviewees
  - Screening criteria
  - Number of participants in each category
- Recruiting plan
  - Friends & family, Social networks, Nextdoor, Partnerships with relevant organizations, etc...
Possible subject compensation

Logistics
- Length of interviews
- Who will be conducting them, observing
- Any equipment needed
- Consent forms
- Subject compensation plan including treasurer from your team to handle reimbursement

Schedule

Discussion guide Early Draft <We will cover this more in class next week>
- Introduction
- Topics to cover
- Specific questions

**TIP:** Share your plan with the teaching team as soon as you have a draft to get feedback (and before next Monday when it’s due). We can help you refine it so that you are set up for success with recruiting subjects and are ready to conduct needfinding successfully next week.

**Start Recruiting**
Recruiting subjects always takes longer than you would expect. Next week, we are expecting that you will interview 8-10 subjects. The sooner you start recruiting the better so we suggest creating a plan and starting recruiting ASAP.

**Recruiting Update**
Type up a one paragraph summary of how your recruiting is progressing and submit that as part of your deliverables on Monday.

**Deliverables: Due by Monday April 10th, beginning of class**

Our preferred format for Deliverables is Google docs. If that’s not possible, PDFs are second best.

1. Go to our class Google Drive folder at [https://drive.google.com/open?id=0B_Q-QKv6YOqqeW1PSFRCc2tPR00](https://drive.google.com/open?id=0B_Q-QKv6YOqqeW1PSFRCc2tPR00)
2. Create a sub-folder for your team in the Homework Submission Folder
3. In your team’s folder, upload:
   a. Literature Review Summary
   b. Literature Review Share Out Slides
   c. Needfinding Plan and Discussion Guide
   d. Recruiting Update

**Grading Criteria**
- Depth of literature review (completeness of exploration, synthesis of data) - 45 points
- Needfinding plan/Discussion guide (completeness, thoughtfulness/depth of approach) - 45 points
- Recruiting update (full points if you just do it) - 10 points

[CS 377E Spring 2017 Web Site](http://hci.stanford.edu/courses/cs377e)