

# Agenda DEVTeamMeeting, 08.01.2020

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- (1) Presentation SOTETO Project (45 min Präsi + 15 min Questions / Discussion)
- (2) Illustrative conduct of a workshop. This has to be equivalent to the workshops we have already performed with supporters. We hope this will become a recurring event format.
- (3) Lunch break
- (4) *[Anonymized, since it is not relevant for the workshop]*
- (5) *[Anonymized, since it is not relevant for the workshop]*
- (6) *[Anonymized, since it is not relevant for the workshop]*

Step (2) will address the latest challenges of the project management of the Pool project (e.g. transparency towards the volunteers) and the collaboration between VcA and the HU.

## Procedure

### Presentation

10:00 - 10:15 Introduction round

10:15 - 11:00 Presentation

### Workshop Pool<sup>2</sup> Project

11:00 - 11:05 Find roles – Write down all tasks that you have performed as part of the Pool development!

11:05 - 11:15 Pin the tasks to the whiteboard and explain it to the others.

11:15 - 11:20 Moderator: Introduce Problem Statements and give an example.

11:20 - 11:30 Formulate Problem Statements regarding the Pool-Development (everyone for him-/herself)

11:30 - 11:45 Present Problem Statements

11:45 - 12:00 Cluster collaboratively

12:00 - 12:05 Assessment of Problem Statement using sticky dots

12:05 - 12:10 Form groups for the highest rated Problem-Statement-Cluster

12:10 - 12:30 Brainstorming regarding possible goals that will solve the problems

12:30 - 12:45 Presentation of results



## Lunch Break

12:45 - 14:00 LUNCH BREAK

## After Lunch

*[Anonymized, since it is not relevant for the workshop]*

