IDDS Curriculum Worksheet
Project Reports

Overview

In order to keep track of what was developed at each summit (both for your summit and future summits), we need to understand what teams produced and if/how they plan to move forward with it after the summit. **Please have teams complete the information below and turn into their design facilitator no later than 2 weeks after the summit.** For projects that plan to move forward and have clear next steps in the next month, there may be some small funding available if your report is submitted before you leave.

Outline

*Items marked with a * indicate items required for a shorter summit project report.*

Below is an outline of information we need included in each project report. With this information we will be able to ensure the project makes an impact and/or is adapted or adopted by the right people or experts who are interested in working on it.

Project abstract (idea)

Context*
- Background
- Community description
- Problem Framing Statement

Design Process*
- Problem Framing Tree
- Value proposition
- Summary of design process
- Analysis and experimentation

Technology/Final Prototype
- Design requirements
- How it works
- Performance
- Bill of materials

Lessons learned*
- Community engagement
- User feedback
- Troubleshooting

1 year > 9 mo > 6 mo > 3 mo > 1 mo > During > 1 mo after

Next Steps/Project Future*
- Reflection on project viability and other design opportunities
- Continuity/dissemination model
- 6-month plan and team engagement (roles and responsibilities)
- Anticipated risks and challenges
- Stakeholders

Contact Information*
- Team members and point of contact
- Community partners

1 year > 9 mo > 6 mo > 3 mo > 1 mo > During > 1 mo after