



UiO : **Department of Informatics**
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How to avoid «F*! What do we do now?»**

A bit of advice for a smoother project period



Get to know each other

- Strengths
- Weaknesses
- Background

Risk analysis

- What can go wrong?
 - How bad is it?
 - How likely is it?
- What can we do about it?

What do you want to achieve?

- Ambitions
- Consider writing a cooperation agreement
 - Time you want to spend
 - Decision making
 - Consequences

Use the plan

- Don't forget it – use it as your work document
- Make milestones
- Stick to it (but remember to revise it if the project changes)

- Write minutes

(this both helps you to remember your work and gives you a strong case if you have disagreements within the group)

Use the project description

- It says more or less everything you need to know (if not, ask us!)

Start writing

- Deadline comes faster than you think and at that time you probably got three of them.
- Notes are awesome ← our biggest mistake last year
- Remember to use the curriculum

Read the following articles asap

- Sanders & Stappers, 2008
- Löwgren & Stolterman, 2005
- Chapter 2 in the book
- (Suchman, 2002)

Stay open

- Communicate
- Be positive
- Dare to think different
- Have a good time!