MIS 3504
Digital Design and Innovation

Team REVIEW
Let’s begin
How do you develop a Heuristic Review to use?
heuristic

: involving or serving as an aid to learning, discovery, or problem-solving by experimental and especially trial-and-error methods

: of or relating to exploratory problem-solving techniques that utilize self-educating techniques (as the evaluation of feedback) to improve performance

http://www.merriam-webster.com/dictionary/heuristic
Self-educating techniques to improve performance
Step 1: Develop a **Heuristic Review**

A design/analysis team should work together to develop a review heuristic covering the various dimensions to assess a team or individuals work.

Create a general assessment framework in outline form with questions you would ask yourself about the other team’s project.
Review DIMENSIONS

1 Complete
   a ....?
   b ....?
   c ....?
2 Correct
   a ....?
3 Unambiguous
   a ....?
4 Material
   a ....?
5 Prioritized
   a ....?

Your questions should generate constructive criticism and suggestions for improvement.

The number of questions for each dimension is up to each team and should represent relevant information needed.

This week focus on heuristic review on projects
Step 2: Review and Evaluate

Use the dimensions as a framework for your observations

Use consistent measurements

Be objective in review

Capture metrics along the way

Be specific and constructive with feedback

Stay positive with Responses
Step 3

Review REPORT Format

To: Team X
From: Team Y
cc: RYF/JM
Subject: Review of Proposed Scenario

Opening Paragraph: General comments about what was good and bad, what’s most important, etc. No more than a paragraph.

Detailed Review Points:
1. “With the implementation of the Blackboard feature do the other access points to this material become unavailable? If these other access points will remain available, the system should be able to update both tulibrary and tublackboard for consistency.”
2. “Also, Team X’s main focus is on reducing the ‘acquisition process,’ which increases the time needed to complete the request, but compared to the regular process, happens very rarely.”

Appendix:
The heuristic your team used in outline form.
REVIEW PROCESS

1: Develop Review Heuristic
2: Review Process
3: The Report
Part 1:
Develop a Heuristic Review

Develop a review heuristic covering the five review dimensions to assess the other team’s work.

Create a general assessment framework in outline form with questions you would ask yourself about the other team’s project scope.
Part 2:
Review PROCESS

Teams pair up as assigned

Each review is 20 minutes long
In that time, the team must present their project scope and answer the reviewing team’s questions.

Reviewers must listen carefully and take detailed notes. **All team members take review notes.** These reflect the answers given to your questions and your observations, critiques and assessment of what they SHOW and SAY.

**USE ALL THE TIME YOU ARE GIVEN**
Part 3: Review REPORT

All reviewer notes should be compiled, consolidated and written into a review report.

Report should include an additional cover page of the following:

Reviewer Team # and names
Reviewed Team #
Review subject: (ex. Project Scope)
Heuristic outline you are using for your review