Project Matching and Logistics
This week

• Today
  ◦ 1-2 PM: Project matching & logistics
  ◦ 3-5 PM: Project documentation lab

• Wed:
  ◦ 1-2 PM: Ethics, Prof Rob Miller
  ◦ 3-5 PM: First lab check-in with mentors

• TBD:
  ◦ First Client Meeting
Assignments

• **Today, 3pm:** Video assignment for lab

• **Next Session:** Read Cook & Hussey’s Chap 2, follow-up from AT showcase

• **End of this week:** 1st blog post
Blogging

http://assistivetech.mit.edu/blog

Length: < 600 words

Use headings, subheadings, bullet points

Be creative:
• text, photo-essays, audio/video/visualizations, code, Storify, listicles, maps...
Agenda

• Your first lab check-in and client meeting
• Client matches
• Purchasing & reimbursements
• OCW Educator
• Confidentiality
• Releases
First lab check-in and client meeting

• Lab check-in 1:
  ○ Format of each lab check-in will be covered on Wed
  ○ Do preliminary research, generate questions for contextual inquiry & define team roles
  ○ Sign team contract

• Client meeting 1:
  ○ Must happen before Lab Check-in 2 (Wed, Sept. 24)
  ○ Occurs at client’s choice of location
  ○ Mentor will accompany team
  ○ Sign client-team contract
Client matches

In the next 2 min:

• Find your teammates and sit with them

• Michelle will email your client and mentor contact information to your team after lecture
Client confidentiality

• Classroom policies
  ▪ Client first-names only, in written assignments and presentations
  ▪ Ask your clients before you post something public about them
• Have a conversation with your client this week
  ▪ Explain first-names-only policy in class
  ▪ Explain why you need to take photo/videos
    - Project documentation, private
    - Video assignment, potentially public
    - OCW documentation for public
  ▪ Ask clients **what** information they would be comfortable with sharing, **and how** it is to be shared
  ▪ Offer clients the film/photo release, to be signed

*Your priority is your client’s comfort*
6.811 Principles and Practice of Assistive Technology
Fall 2014

For information about citing these materials or our Terms of Use, visit: http://ocw.mit.edu/terms.