Engin 103 January 31, 2008	Topics: Brainstorming Logbook questions

Brainstorming: helps generate and filter ideas for a new project.

Brainstorming Example
Phase 1
What is one skill that you can develop to be a good team leader?

Team #	Skill
1	
2	Centralizing group ideas so as to maintain consistency among group members.
3	Communication
4	Availability, show leadership, and update the team members where we are in the project.
5	
6	Communication
7	Communication and Responsibility
8	Delegation of work
9	Effective communication and management skills
10	Ability to subjectively listen to others ideas.

Phase 2

Group previous entries into categories of distinctive skills

Good communication (6)
Work delegation
Good attitude: responsibility, resilience
Availability

New skills

1	
2	Effective delegation, facilitating group cooperation.
3	Time management
4	Leadership in the team
5	
6	Establish clear goals
7	Conflict Resolution
8	Lead by example
9	Mutual work ethic.
10	Motivational, gets others excited about the task at hand

Phase 3

Good communication: good listener
Work delegation: good leadership; lead by example; set clear goals

Good attitude: responsibility, resilience, respect, motivation, high work ethic	
Conflict resolution	
Availability	

Phase 4
What of the above categories is the most important?

1	Work delegation, Good communication, Responsibility, Good Attitude
2	Effective delegation, facilitating group cooperation
3	Work delegation: good leadership, lead by example; set clear goals
4	Work delegation
5	
6	Work delegation
7	Work delegation, good leadership, lead by example, clear goals
8	
9	Communication
10	Good attitude: responsibility, resilience

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LOGBOOK: example of a logbook page

-Use a quadrille notebook; number all pages; date all entries
-Write your notes for all activities, thoughts, problems and solutions, and learning conclusions related to Engin 103. You should write down progress, outcomes, and conclusions on projects and teamwork; conclusions from class work (including LabVIEW) and homework
-In addition you should answer in the logbook all questions listed in these notes in blue, as shown below:

1) What engineering field has your team been assigned for project 0? How did you search for information to include in the oral presentation (Part I)? How did you and your team search for information on a specific project to present (Part II)?
2) Explain in your own words what is a brainstorming process? Did you and your team perform a brainstorming session to generate ideas for Project 0, part I and/or part II? If yes, describe the session in one paragraph.

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