



# ECE 101 Exploring Electrical Engineering

- Introduce Trello.com
- Teams and schedules

# ***ECE 101 Exploring Electrical Eng. (Section 001)***

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We will use Trello.com to organize teamwork – everyone must get an account

- Examine some capabilities at <https://trello.com/tour>
- Watch video: basic tutorial for managing projects and tasks (17 min)  
<https://www.youtube.com/watch?v=7najSDZcn-U> (has “standard” cc on youtube)
- One of the team members will have to start a board and then invite other members → share your accounts so that you can be found.
- Add the instructor to your group as well
- TA and student helper will be assigned to teams to help them move along and to supervise teams’ progress
- You will need set up a board for Rube Goldberg project

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- In your initial meeting or two you should decide which lists you will utilize. The following example shows the process on a made-up RG project
- There is no need to have a large number of lists but you need sufficient number so that you can gauge your team's progress.
- Next you enter cards for each list and then you move them around as they are worked on or completed
- keep things very simple initially (KISS principle) for cantenna project; you can improve or add more items or features in your RG project

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- Before moving some task (card) into Done list it is (generally) a good idea to have some form of review by someone else on the team or the whole team.
- Each card (task) should have someone assigned to it but it can be more than one person; where possible, due date should be given
- We will do team meetings before every lecture and lab. At that time each team member has 1-2 minutes to report on: what she/he has done, what obstacles appeared, and what she/he will do before the next meeting. This should include any items that were checked-off on the checklists and any movement of cards.
- We will refine this process as we go along!

