

Portfolio Minispecs Meeting Notes from October 11, 2011

Tuesday, October 11, 2011 4:00-5:00 PM EST

Dialing Instructions for Indiana University Bridge:

Phone number: 812-856-7060

Conference Code: 225713# (enter this code when prompted to "Enter the number you wish to dial")

Please sign in ...

- Debbie Runshe, Indiana University
- Jacques Raynauld, MATI Montréal
- Nancy O'Laughlin, University of Delaware
- Bob Squillace, NYU
- Janice Smith, Three Canoes

Portfolio Minispec Development Work Page <https://confluence.sakaiproject.org/display/OSP/Portfolio+Minispec+Development+Work+Page>

Functional minispec <https://confluence.sakaiproject.org/display/3AK/Functional+minispecs>

- Minispec guidelines <https://confluence.sakaiproject.org/display/3AK/Minispec+guidelines>
- Minispec sample <https://confluence.sakaiproject.org/display/3AK/Minispec+sample>
- Minispec template <https://confluence.sakaiproject.org/display/3AK/Minispec+template>

Today's topics:

- Introduction of new and continuing participants
- Review of 2010-2011 Portfolio Minispecs Work Group activities
- Review of the minispecs template and Portfolio Minispecs Development Work page and future work
- Confirming meeting times for the Portfolio Minispecs Work Group
- Additional questions or concerns

Please feel free to assist in taking notes. Thanks!

Notes

- NYU is working on a tag cloud, taking all of the tags from the items in the user's library. Focusing on the teaching and learning aspects of the portfolio as well as social networking.
- Montreal Mati is working on several small pilots of valuation portfolios. Doing further work in the competency gradebook. Concentrating on the evaluation aspects of an ePortfolio.
- Minispecs need to cover all the different kinds of uses of portfolios. Janice brought up a possible new portfolio action verb and minispec title: Access - I want to be able to access portfolio functionality from remote devices.
- How about if we sign up for reviewing at this point, so as to "partner" with the person who is writing the minispec. This might sacrifice a bit of objectivity, but in exchange will support the idea of teams working on each minispec. Jacques suggests that getting started on one before deciding on which ones to review might make the process stronger.
- Starting with the Collect minispec that was begun by Teggins. Note the addition of Design Lenses and Facets - We are to fill out the table at the top and are invited to refer to more than one lens or facet.
- The template offers a description of what needs to go into each section. The suggestions on the template should be replaced with the actual content for the minispec. We might want to leave the boiler plate language there until the minispec is reviewed and at that point delete it.
- Can we set some benchmarks for ourselves and a specific timeline for the next meeting? What would be a good first goal for us? Is a month from now a good time (November 8)? A month should be enough time to get a partial minispec up. Bob, Jacques, Janice can do November 8. Nancy will be out of town on November 8 (and not able to participate then) and also usually meets with the AAEEBL program committee in this time slot.
- Do we expect to get all of the minispecs done this year? Are there some we could prioritize? If we are working on teams, this could get overwhelming. Prioritizing could make sense: giving feedback, creating collections may be more important. Tagging may already be done in OAE. We may have signed up for what we thought were priorities or we may have signed up for minispecs based on what we thought we could do well.
- This may not be a good time slot for international representatives to participate. We can decide what works best for the group.
- Might be good to choose one minispec to work on each time. Try to get ahold of someone to review it that we feel good working on. Or each start on one minispec and bring our questions to the meeting. May be hard for some of us to figure out which minispec to start with. Maybe each of us can go over what we did on our minispec at the next meeting and then talk about it at that point.
- Maybe we want to do the minispecs that we think OAE is going to be working on.
- Until we actually get into the templates and start to work things out, we may not know what challenges are there for us. We can get ahold of some of the others who have participated and ask them for advice.
- We were asked by the managed project team to suggest small things that could make a big difference for us in Sakai OAE. Most of us are not totally up on Sakai OAE 1.0.1, but if we asked for a demo of Sakai 1.0.1 in the portfolio visioning meeting - Jeff Pache at NYU? Who else is using it in pilot form? Berkeley? Using it for networking in ways that might touch on certain functionalities. Would we learn that much by having a demo?
- Technology neutral? Or investigate Sakai 1.0 itself to see what is possible about each minispec in relation to the functionality we are describing. Refer to what OAE is already doing and what very small tweaks could be made to what they are already

doing to exponentially add to what is there. One sentence or so at the end of the minispec recognizing functionality that is already there. Try putting it in a specific place in the template - compare what works for each of us.

- Personas - do we have to stick with the existing ones? We have been encouraged to use the ones that have been approved by Sakai. But it can be OK in this first draft round to expand. Let's give it a try and see what works.
- Sorting out what belongs in the personas section versus the use case section and the user scenario section. We will need to have a uniform approach to this, but may need to figure it out as we go. We have sample minispecs, but need not to get hung up on it.
- Simpler is better. We need to be efficient in writing each minispec.
- Strategy about scenarios for each verb - choose one scenario for each minispec. It can be paralyzing to work in all the different contexts. The different roles may also allow different lenses for each verb. What about using more than one scenario? Should we consider them all for each verb? And/or all the roles for each verb?
- Maybe we need to prioritize the most common uses and stick with those as we write our scenarios. Choosing a set of personas, use cases, and user scenarios for a minispec - how to do this? Commonalities, differences - how to balance them?
- Guidelines for minispecs given to us. Sample from Clay Fenlayson about using Twitter.
- For this verb - these aspects of these personas, roles (use cases), and user scenarios apply. Don't have to choose the scenario - all three may apply to each verb.
- May want to start with use cases (roles) rather than personas and then move to personas and user scenarios. May need to experiment with the process.
- We think we are ready to get started and use our progress on each minispec to date as a basis for our discussion.

Visit the Portfolio Minispecs Work Group confluence page to review our meeting notes and other resources:<https://confluence.sakaiproject.org/display/OSP/Portfolio+MiniSpecs+Work+Group>

Next Meeting: November 8, 2011 4:00-5:00 PM EST