

Creating the Design

Next Steps

After the meeting Gerhard suggested that we should try to get the L3D lab set up to show off at two special events coming up in early April. Pat and Bill agreed to loan us some furniture to demo flexible spaces and suggested that we set it up as early as possible in order to live in it a bit before the events.

The purpose of the meeting is:

1. To experience the offices of Athenaeum International: how they are laid out and furnished.
2. To brainstorm what kinds of activities should take place in the L3D lab.
3. To make tentative plans on how to set up and maintain the L3D lab as a flexible workspace for L3D activities and as a model for the DLC.
3. To decide what furniture to borrow and how to arrange it.



This meeting will be Monday, March 15, 1999 from 9:30-11:30 AM. The meeting will be at Athenaeum International's office, 3101 Iris Suite #200. The office is located behind the Boulder Bank building at 30th and Iris.

We will focus further on our needs and resources. Athenaeum International has some furniture and WorkWalls which we can use in this demo space. We would like to have the environment in use, looking inhabited with some personal touches, and perhaps some books and toys before our visitors come on April 8-9 and April 15.

Notes from the Virtual Design Session--Your E-Mails

We want a space that can be easily rearranged to meet the following basic needs:

1. The whiteboard area that exists now for small meetings, discussions around the interactive whiteboard, demos of software, and work on the EDC software. This should be flexible enough to switch between five people standing over the table to 20 people watching a presentation or meeting using the whiteboards.
2. An informal small group hang-out and discussion area -- for both friendly KaffeeKlatsch and small project discussions. This should be a relaxing area with trees, library (current journals and classics of L3D theory), toys, a low table and comfy couches. Aimed at 4-5 people.
3. One or two project work areas with several computers, large work table, secure storage. These would let four or five people work independently where they can help each other and coordinate easily. E.g., for a senior project or a class project.
4. A couple of computers for occasional use: especially for using the scanner, large printer, etc. Also for use by visitors and short time collaborators.

Technologically, the room should be maintained for very easy access to the Internet, so people can easily show each other things they have put on the web. Basic software for e-mail, Word, Power Point, printing should be easily accessible on all the computers.

The room should be a space for demonstrating our software, with clear up-to-date posters. The equipment should be maintained in a state to support quick demos of our major software. Probably many of us should be trained to give demos of a core suite of L3D software.

The real problem is who will love the room and be responsible for it. Perhaps there should be a committee of 4-5 people who meet regularly to discuss room usage issues and to take responsibility for room maintenance and for fostering a healthy culture among room users. We need to share responsibility and make the space an on-going issue to build the culture and make sure problems do not fall between the cracks.



Holding the meetings in the lab will offer some good user testing, which should allow the space to evolve more quickly to suit our needs.

I prefer a room with Windows and think that 8th floor should remain the default L3D meeting room. We can use the lab if there is a need for it, e.g., if the smartboard is needed.

I like windows. I like to see the sky a minimum of once a week. I like 831. :)