

CSC290 Communication Skills for Computer Scientists

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Lecture 10; Mar 18, 2019

Today

- ▶ Final Presentations
- ▶ Interpersonal Communication Scenarios
- ▶ Summarization

Project Presentation

Final Presentation

- ▶ 6-7 minutes long
- ▶ similar marking scheme to the design review presentation

Requirements

Your presentation should include:

- ▶ A description of how to install and play your game.
- ▶ At least one screenshot of the game.
- ▶ The way that your GitHub repo, directory and code is structured.
- ▶ At least one thing that you learned from building the game.

Presentation Goal

There is more freedom in choosing a goal for your presentation. You will have 6-7 minutes of undivided attention from your classmates, TA, and instructor. How will you use it?

Example:

- ▶ Explain an interesting way that you solved a problem, and advocate for it.
- ▶ Convince your classmates to install your game.
- ▶ Convince your classmates to extend your game.

Cohesive Presentation

- ▶ Your presentation should be **cohesive**
- ▶ Everything you say should have a clear reason
- ▶ Avoid introducing materials that do not advance your goal

Marking Scheme

- ▶ Introduction (10%)
- ▶ Content (30%)
- ▶ Conclusion (10%)
- ▶ Slides and Visuals (20%)
- ▶ Presentation Delivery (20%) – Individually Graded

Rubric available on the course website.

Project Repository

Reminder:

- ▶ Only **your code** should go into your repository
- ▶ If you are using other people's code, you should clearly cite where you got the code, and check the license
- ▶ The university takes academic offense seriously, and so should you

Interpersonal Communication

Goal

How not to be come off as a jerk

“I” statements

I feel... (State your emotion) ***when you...*** (describe their behavior or under what conditions you feel this way) ***because...*** (explain why their behavior or the conditions cause you to feel this way).

Perception Checking

A way to check your understanding of someone's words or behaviour in a way that reduces defensiveness or potential conflict.

Format:

1. **Description:** of words or behaviour observed.
2. **Interpretations:** two possible interpretations of the behaviour.
3. **Clarification:** request for clarification.

Scenarios

Worksheet

- ▶ Get into groups of 2-4
- ▶ Discuss the scenarios with your peers: what would you do in these scenarios?
- ▶ If appropriate, write an email to try and resolve those scenarios

We'll discuss the scenarios together, and choose 2 to go through in detail during Friday's tutorial.

Scenario 1

You are shy and not confident of your abilities to contribute to the group project. You're not good with writing, can't come up with ideas, and are scared to present. As a result, you have contributed very little to the assignment thus far and are reluctant to volunteer yourself for tasks.

Scenario 2

You are purchasing software from a vendor. The vendor has been very slow to fix bugs that you have reported, affecting your work.

Scenario 3

Before going off to vacation, you asked a co-worker to send a document to a client. Upon your return, the client mentions that they never received the document.

Scenario 4

You are very excited about receiving a job offer. However, the compensation is much lower than you expected.

Scenario 5

You need to reject a job offer. How can you notify the company without “burning bridges”?

Scenario 6

You are overwhelmed with your school work recently and are having troubles keeping up. On top of that, there are also things going on in your personal life that are distracting you. Your team members notice that you haven't been contributing.

Scenario 7

You are working with a mentor to write a paper. The day before a deadline, she instructs you to make several time-consuming changes that you don't agree with.

Scenario 8

Because of your unusual background, you are much more experienced than the rest of your group. You think that the work that everyone else submitted is sub-par.

Scenario 9

You co-workers keep committing changes that break the unittest cases that you maintain.

Summarization

Titles and subjects

- ▶ Summarize the content of the message, so that readers know what to expect.
- ▶ Write the titles, subjects, and summaries *last*.

Example:

Write a **subject** for the following email:

Hello Lisa,

I submitted the CSC290 critical review article three hours late, but MarkUs seemed to have deducted 2 late tokens instead of 1. Can you please check this?

Thank you,
Student

Example:

Write a **subject** for the following email:

Hello Lisa,

I submitted the CSC290 critical review article three hours late, but MarkUs seemed to have deducted 2 late tokens instead of 1. Can you please check this?

Thank you,
Student

(Lisa's answer: **CSC290 late token discrepancy**)

Example:

Write a **title** for the following question on a course message board:

I don't quite understand the rule for when round() rounds up or down with a number that has 5 as its last digit.

```
>>>round(3.5)
```

```
4
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I thought it depends if the number to the left of the 5 is even or odd, but then using round with more decimal places seems to always round down and never up.

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(Lisa's answer: **Behaviour of round for x.5**)

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(Lisa's answer: **Assignment 2 posting date**)

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Write a **subject** for the following email:

Hi Professor,

I handed in my assignment at 7:55pm, then made some changes and submitted around 8:51pm. The screen was green and the resubmission time stamp was posted for 8:51pm. Then around 9pm, I refreshed the page and the time stamp said 9:00:23, which is after the deadline. Will I be penalized?

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(Lisa's answer: **Markus resubmission timestamp**)