How to use the activity plans:

Each activity, apart from the introduction presentation, has a plan for you to follow, a powerpoint presentation and list of materials needed for the session.

Some activities recommend handing out materials during the session so it is advised to spend roughly 15 minutes prior to prepare.

Below is an example activity plan schedule, however, it is up to you how much you think the group you are supporting will benefit from the activities.

Example activity plan schedule:

Week 1: Introductory presentation & An introduction into AI activity (40 mins)
Week 2: Living Greener activity (40 mins)
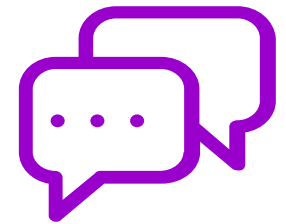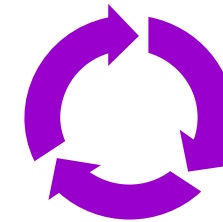Week 3: Product development activity 1 & Product development activity 2 (40 mins)
Week 4: Product development activity 3 & finalise your application form (40 mins)

Product development activity 2: Enterprise and communications

Learning objective:
This session explores taking an idea from a concept to a reality (what would the process be). It has been developed to help young people use the judging criteria as they develop their idea further.

Time:
- 20 mins

Materials needed:
- Product development activity 2 presentation
- Instructions & Handout 1,2
- Idea generation materials (whiteboard, pens, A3 paper, post-its etc.)

Slide 2:
Explain that this is a session for the teams to develop their ideas further.

Explain that
- working as a team is just as important as having a great idea and is something that will be in the application form
- there are some strong team working habits that they can practice

1. <u>Review progress at every meeting</u>: Have a stand up at the start of every meeting - literally the whole team stands up and each team member answers these three questions each but you only have 60 seconds: What did I work on last time? What am I working on today? What am I stuck on?
You could also have a team to do list which you can review regularly.

2. <u>Begin with the End in Mind</u>: Keep success in mind - think about the judging criteria questions. Have you looked at them? Are you answering them?
3. <u>Listen to others</u>: A strong team is one that listens to everyone's opinion and allows all to speak. It is easy to focus on what we want to say and voice our opinion but that can mean we miss out on great ideas from fellow team members.
4. <u>Collaborate with your team members</u>: A great team is one which is diverse in terms of skills, opinions, backgrounds etc. Recognise that everyone has different strengths and weaknesses. By speaking to and supporting one another this creates a great way of working as you know what everyone is doing and if they need support.

Slide 3:
Explain that these are some of the key stages and activities that are done when turning an idea into reality/during product development.

If possible give the teams handout 1 and 2. Then ask the teams to cut out the activities, arrows, the start and end boxes from the handouts.

Ask them to:
- put the different activities into the order of which they think they should be done
- think if any steps are missing
- think about what the different stages could mean, using their own idea as an example.

Explain that there are some key questions on the slide to help them.
1. What do you think you would need to create your solution or product?
2. What should be considered in a business plan?
3. How will you let people know about your solution or product?

If participants are struggling for ideas then you might want to provide some of these ideas:
- *Idea: Think about a problem first and then ideas for a solution.*
- *Research and testing: Validate your idea through market research, e.g. what other solutions already exist, ask the intended user what they think of your idea.*
- *Development and Prototype: create a mockup of your solution/idea.*
- *Business case: Think about costing, planning, scheduling.*
- *Marketing: Think about how you will let others know about your solution - how can you reach them?*
- *Analysis: Think about you could know if its working and its successful.*

Slide 4:
To close the session if there is extra time you could ask teams to come together to compare the order of which they have put their activities and discuss why they have done this for their idea.

Encourage the group to continue to work on their ideas in between sessions. And either ask a team member to look after their notes for the next session or collect them in.

Remind them that there are lots of fun and useful resources available to them through the prize at
https://longitudeexplorer.challenges.org/ which can help them develop their ideas further.

Instructions

1. Cut out the different stages (the circles), the arrows and the "start" and "end" boxes.
2. Using a piece of A3 paper put the product development stages into the order you think they should go in from "start" to "end".
3. As you do this use the questions on the board to help you think about your own idea and write what you could do as you go.
4. Once you have the stages in an order you are happy with stick them down using glue or blue tack.

Research

Development

Marketing

Business case

Analysis

Testing

Idea generation

Prototype

Start

End