

Output Guidance Document

09/26/2022

Introduction:

In addition to joining the weekly sessions, research sprint participants will work in teams or individually to produce either a work of speculative fiction, a policy memo, or a data visualization. Each of these output categories will receive mentorship and guidance from sprint organizers (hereinafter “**Output Leads.**”) As an Output Lead it is your responsibility to provide participants with an “**Output Guidance Document**” which is similar to a “Request for Proposal.” [Find some previous Output Guidance Docs here.](#)

Key Components of the Output Guidance Document:

In general, the Output Guidance Document should include the following elements:

- The most salient research question(s) or issue areas. These should pertain to the themes discussed in the [Digital Identity In Times of Crisis: Designing for Better Futures program overview](#).
- The underlying motivation or importance of the topic (e.g., contextualize within broader trends)
- Goals of the project - pedagogical, advocacy or public interest focused, academic, etc.
- The key anticipated requirements and the scope of the project
- A project timeline or schedule with clearly identified key milestones, which may parallel the Research Sprint’s milestones ((1) Proposal, (2) Midpoint Check-In, and (3) Final))
- Guidance on how the output should be formatted or presented
- Two to four sample project ideas or scenarios

Considerations:

- 10 weeks is not a long time for a large project; think narrowly scoped and realistic
- Outputs will need a clear set of guidelines and interim activities (aimed towards personal and/or professional growth) that support progress
- If you have time, engage other researchers and experts - have a conversation with them about topics they care about
- What are some close existing analogs, from any context, to what you want to be produced?
- Who is the desired audience for the output, and how might project goals (see above in **Key Components**; e.g., pedagogical, advocacy/public interest focused, academic, etc.) align with the desired audience?
- Are there benchmarks that will enable you to evaluate progress?

- Draft key anticipated requirements – these may change
- What are anticipated challenges/pain points and with respect to whom?
- Document lessons and future best practices throughout the process
- The research will end with a public event that will gather stakeholders to reflect on the findings and learnings while reimagining digital identity.