**Group Work Contribution Report**

**Project Title:** Hemolytic Disease of the Newborn- ABO Incompatibility

**Group Members:**

* Jacqueline Fagan
* Jodie Brakstad
* Esther Aniogbe
* Charisse Go
* Allison Ashman

**Individual Contribution Summary**

**Member 1: Name:** Jacqueline Fagan **Role(s):** Host of Podcast

**1. Tasks Completed**

* I researched the signs and symptoms of HDN-ABO and found 3 references supporting the research
* I worked with the group to create the script, adding in the signs and symptoms I researched, writing my script as the host, and collaborating with group members to ensure all information was included in the script, and developing fun touches to make the podcast more engaging.
* Acted as the “host” while recording the podcast.
* Helped with APA references and citing.
* Communicated in the group chat and in person to organize meeting times and rooms.

**2. Collaboration & Communication**

**Team Meetings:**

* We all distributed the work evenly and understood what everyone's roles were. We all attended every planned meeting and answered texts in the group chat.
* Research: signs and symptoms.
* Script writing: host script, helped develop the background of the 2 guests on the podcast.
* Podcast recording: Recorded the host part and helped trouble shoot technical difficulties, and suggest re records and edited the script to make it flow better.
* APA/ upload/ final touches: created APA citations.

**Communication:**

* Groupchat: Suggested meeting times and timeline for project.
* In-person meetings: collaborated and communicated well with the group to ensure staying on task and made suggestions as they arose.

**3. Challenges & Solutions**

**Challenge 1:** Technical difficulties in the podcast room.

* We asked for help from the workers in the maker's space.
* We re-recorded when necessary.
* Allison controlled the audio and editing as we recorded the script and made sure we were all content with the sound quality and sound of the recording.

**4. Reflection**

**What I Learned:**

* We were very good at being proactive and using our time wisely but I learned that group projects take up a lot of time and early communication and planning is necessary. Which we did and it all worked out well!

**Areas for Improvement:**

* I think I could improve in individual time management. I felt I did well at the beginning getting things done early and feeling prepared, yet I think I could improve on keeping up this good time management throughout the project so that when it comes time to tidy up loose ends or come together and get stuff done, I already have my part done and can contribute better to the other tasks of the group.

**Overall Contribution:**

* I think our project was well done. We worked well as a group to organize, communicate and be available to complete the podcast. We all contributed to all aspects of the assignment and had fun while we did it.

**Member 2 Name: Jodie Brakstad
Role(s): Case study #2**

**1. Tasks Completed**

* Researched different tests and diagnostics for ABO incompatibility, used/provided 5 different scholarly articles to back up this research.
* Discussed meeting times and organizing group work and distribution in the group chat
* Case study: wrote my case study (#2) and assisted with incorporating detailed information about our subject into the script. Edited script. Assisted with adding fun details to ensure the script was entertaining. Cut script down with everyone as it was too long originally.
* Acted as the 2nd case study while we recorded the podcast
* APA and citing references/making the references sheet
* Communicated with the group to organize finalizing the work and ensuring we have completed everything
* Stopped in Anilas office with another student to ensure we knew we were doing things properly-asking a few questions

**2. Collaboration & Communication**

**Team Meetings:**

* I was at all meetings and involved in group texts to organize meeting times and delegation of tasks
* Researched: tests/diagnostics and implemented them throughout the case study where

appropriate

* Podcast recording: recorded case study 2 and was there for the whole recording and

assisted with adding input where to redo certain recordings and editing

-Added APA citations/finalized/editing

**Communication:**

* We all distributed the work evenly amongst our team members. Everyone collaborated to complete the work and distribute it evenly amongst team members. We all communicated through our group chat and assigned roles.
* Groupchat: suggested meeting times for group
* In person meetings: communicated and collaborated with group members to add suggestions or help with staying on task, or help where needed.

**3. Challenges & Solutions**

**Challenge 1:**

* Our first challenge in my opinion was trying to figure out the recording studio as it was new to all of us. We were able to ask someone for help who brought someone else in and he was able to help us set up the microphones and get ready to record.
* We had to re-record quite a few times sometimes to get a take. I'm not sure if that is necessarily a challenge but it was a little timely.

**4. Reflection**

**What I Learned:**

* I think I realized how hefty this group project was. There was a lot to it which made me happy that we started as early as we did. I was glad we started early and used our time wisely thankfully. I also realized how grateful I was to have a team that is always willing to work together and stick it out and problem solve together. While we each had individual roles we took on, everyone had help at their fingertips the whole way.

 **Areas for Improvement:**

* I think I could improve on taking control of what I can control and not stressing about the rest of it. I can tend to be impatient and group work takes time and is a learning curve so I feel like that is something I need to adjust better to.

**Overall Contribution:**

* I think overall our group did a really good job. We all worked together and took over different portions of the assignment and worked well together. We were able to organize our schedules together to find time to meet and get everything done in a timely fashion.

**Member 3 Name: Esther Aniogbe
Role(s): I played the “expert” on the podcast**

**1. Tasks Completed**

* I researched the pathophysiology of HDN-ABO and found references supporting the research
* I worked with the group and helped to create the script
* I played the role of the expert in the podcast recording
* Helped with APA references and citing.

**2. Collaboration & Communication**

**Team Meetings:**

* I attended every group meeting and contributed to the recording, the script writing, and research and editing of the script to make sure things were properly formatted.

**Communication:**

* We kept in constant communication with each other through a group chat that we created, and it worked really well. We also met in person several times to discuss our plans for the assignment as well as collaboratively writing, researching, and recording.
* I helped coordinate tasks by making sure we were pertaining to the assignment rubric, and by adding constructive suggestions/bringing up new ideas when necessary.

**3. Challenges & Solutions**

**Challenge 1:**

* I believe each area of this assignment presented its own challenge, whether it be creating the script and deciding what we wanted it to sound like, or recording the podcast and figuring out how the software works. However, we were able to overcome them by working through it collaboratively in person, and listening to each other's ideas and suggestions.

**4. Reflection**

**What I Learned:**

* Although I had a good amount of background knowledge on the topic, this assignment taught me a lot more about HDN ABO incompatibility, which is great because it pertains to the specific area of practice I am in right now. It was also great to see how much easier the work was to complete when we were able to meet in person and collaborate on our ideas.

 **Areas for Improvement:**

* I think in the future, one area I could have improved on is broadening my skill base. During this assignment, I tried to stick to the areas where I felt I could contribute the most because I felt more comfortable doing that specific thing, however, this assignment provided a good opportunity to try new things and expand my knowledge, yet I did not take advantage of that.

**Overall Contribution:**

* Overall I contributed to the research, script writing, the recording, and the APA citing/editing process. In the end I believe the group worked really well together, and the assignment turned out in a way where each group member was pleased with the outcome.

**Member 4 Name: Charisse Go
Role(s): References, Timestamp Sheet, and CCL**

**1. Tasks Completed**

* I ensured that all information in the script were accurate and made revisions as needed
* I completed the timestamp sheet
* I assisted in adding citations to timestamp sheet
* I communicated with the team which CCL we would like to choose and documented it in the proper format
* I made suggestions while we were recording the podcast in the studio
* I kept track of the time to ensure our podcast was within the time limit and analyzed which part of the script took too long and deleted some portions that were repetitive and unnecessary
* Asked Anila for clarification regarding the group introduction and CCL

**2. Collaboration & Communication**

**Team Meetings:**

* I was present at all meetings and actively participated in group texts.
* I researched treatments and prevention methods that were relevant to the case study.
* I proofread and edited the script.
* During the podcast recording, I assisted in ensuring we adhered to the script and conveyed the correct information without missing any words. When we needed to redo certain segments, I helped remind the group which part of the script we were on and which sections needed to be re-recorded.

**Communication:**

* I maintained communication with the group both in person and through text messages, attending all in-person meetings to collaborate on the project. I also provided suggestions as they arose. I believe our methods of communication were highly effective, and we consistently ensured that everyone was kept in the loop.

**3. Challenges & Solutions**

**Challenge 1:**

* We encountered some technical difficulties in the recording studio that delayed the start of our session. Fortunately, we sought help from a staff member in the maker's space, and Allison was able to resolve the remaining issues with the system.

**4. Reflection**

**What I Learned:**

* I think we respected and considered each other’s ideas and supported each other well throughout the entire time we worked on the project. Despite the fact that it took a significant amount of time to work on the assignment, each group member was very encouraging, so this experience highlighted the importance of collaboration and mutual support in achieving our goals.

 **Areas for Improvement:**

* Given the technical difficulties we encountered, I could benefit from further training or familiarization with the recording equipment to reduce delays and enhance efficiency during future sessions.

**Overall Contribution:**

* I truly believe that our project was executed exceptionally well. Each of us contributed to every aspect of the assignment, and we managed to have fun while fulfilling our individual responsibilities and working together as a team.

**Member 5 Name: Allison Ashman
Role(s): Case Study Mother #1**

**1. Tasks Completed**

* I developed cover art based on our podcast topic using Canva, and added the CCL license that Charisse created
* I collaborated in the development of our podcast script by writing the script for the role I played in the podcast
* In our podcast, I played the role of a mother in Case Study #1
* For the recording of our podcast, I suggested that we book the TRU Library recording studio to access the provided microphones and recording equipment
* Using the Garage Band application on the computer in the TRU Library recording studio, I edited together the audio clips that we recorded and formatted them into a continuous audio file.
* I helped with editing and condensing the podcast script
* I assisted with adding APA references and in-text citations to the timestamp sheet
* I maintained communication with the group throughout the project development and was available for in-person meetings

**2. Collaboration & Communication**

**Team Meetings:**

* I attended all team meetings and was fully engaged in all the work that we completed on the project, as well as communicating in the group chats and coordinating meeting times throughout the process.
* We worked very collaboratively throughout the process of the podcast development and ensured that everyone’s ideas were acknowledged and incorporated. One specific idea that I contributed was the idea to use the TRU Library recording studio to record our podcast.

**Communication:**

* Our group communicated primarily through a text group chat, as well as coordinated times to meet in person for collaborative project work. These methods were effective because we were able to communicate any questions or concerns outside of meeting times, and working together in person was more efficient than working separately for some phases of the development
* I helped coordinate tasks within the group and ensured the project stayed on track by participating in navigating the challenges that arose and completing my tasks as per the group timeline.

**3. Challenges & Solutions**

**Challenge 1:**

* The primary challenge that we encountered as a group was a lack of knowledge regarding how to use the recording equipment in the recording studio. We were able to navigate this challenge through collaboration and using resources around us, by asking a staff member for assistance. The staff member tried to help us solve the problems we were having, but she went and asked someone else who was more experienced with the equipment. He was able to help us get everything connected properly and ensured all of the settings were correct and it was ready to record. He also explained how to change certain settings if we needed to make any adjustments.

**4. Reflection**

**What I Learned:**

* Through reflection on our teamwork and the product we have developed, I think that our strengths as a group include our effective collaboration throughout the process and that we started working on this project early. I think this allowed us to develop a podcast that is both engaging and informative while limiting our stress due to the amount of work that we put into it. One new skill that I gained through working on this project was increasing my knowledge of audio editing software and recording equipment. While I’m not sure how much I will use this skill in the future, as it seems very time-consuming, it was an interesting experience, and I have a new appreciation for people who record podcasts regularly.

 **Areas for Improvement:**

* An area that I could grow in is my foundational knowledge of the topic because I have less experience working with infants compared to some group members. I took the opportunity to research topics that I was unfamiliar with, including certain treatments and tests, which helped improve my understanding. Moving forward I hope to learn more about some of the conditions babies can develop after they are born because I learned about conditions I had never heard of before including kernicterus and hydrops fetalis. Considering the podcast’s length restrictions, we were limited on how thoroughly we could discuss some of these concepts, but I believe there is still a lot for me to learn. I hope to continue increasing my knowledge about these topics so I can contribute more effectively in the future.

**Overall Contribution:**

* Our group was able to demonstrate effective collaboration, with all members actively contributing to the ideas and tasks throughout the process. We produced a podcast that we were all satisfied with and completed most of the project well ahead of the deadline because we prioritized communication and dedicated time to meet in person. All group members were also very open to feedback and sharing their suggestions for improving the podcast. I contributed a lot of time and effort to this project, and all the other group members also made significant contributions.