



WPI

System Dynamics Club Peer to Peer Mentoring: The Collective Learning Meeting (CLM)

Contacts & Useful Resources

Christine Tang ctang@wpi.edu ← email to request to be a presenter

Weekly CLM Zoom Meeting: Fridays Noon - 1PM ET

YouTube: [SD Club Channel](#)

Facebook Page (not affiliated with SD Club): [SD Lyceum](#)

LinkedIn Group: [WPI System Dynamics](#)

Twitter: [@WPISDClub](#)

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What is the Purpose of the CLM?

- Since 2014, the WPI System Dynamics Club has been hosting and organizing a weekly peer-to-peer mentoring meeting
- Primary purpose: Obtain peer feedback on ***unfinished*** or ***exploratory*** work.
- Secondary purpose: Increase the knowledge of system dynamics and systems theory through peer-to-peer discussion over
 - Videos (e.g. Forrester seminar series)
 - Topical discussions (e.g. SD related topics in the news, ethics in modeling, modeling method(s) selection)
- Tertiary purpose: Expose students to industry leaders and new methods

Who Can Present?

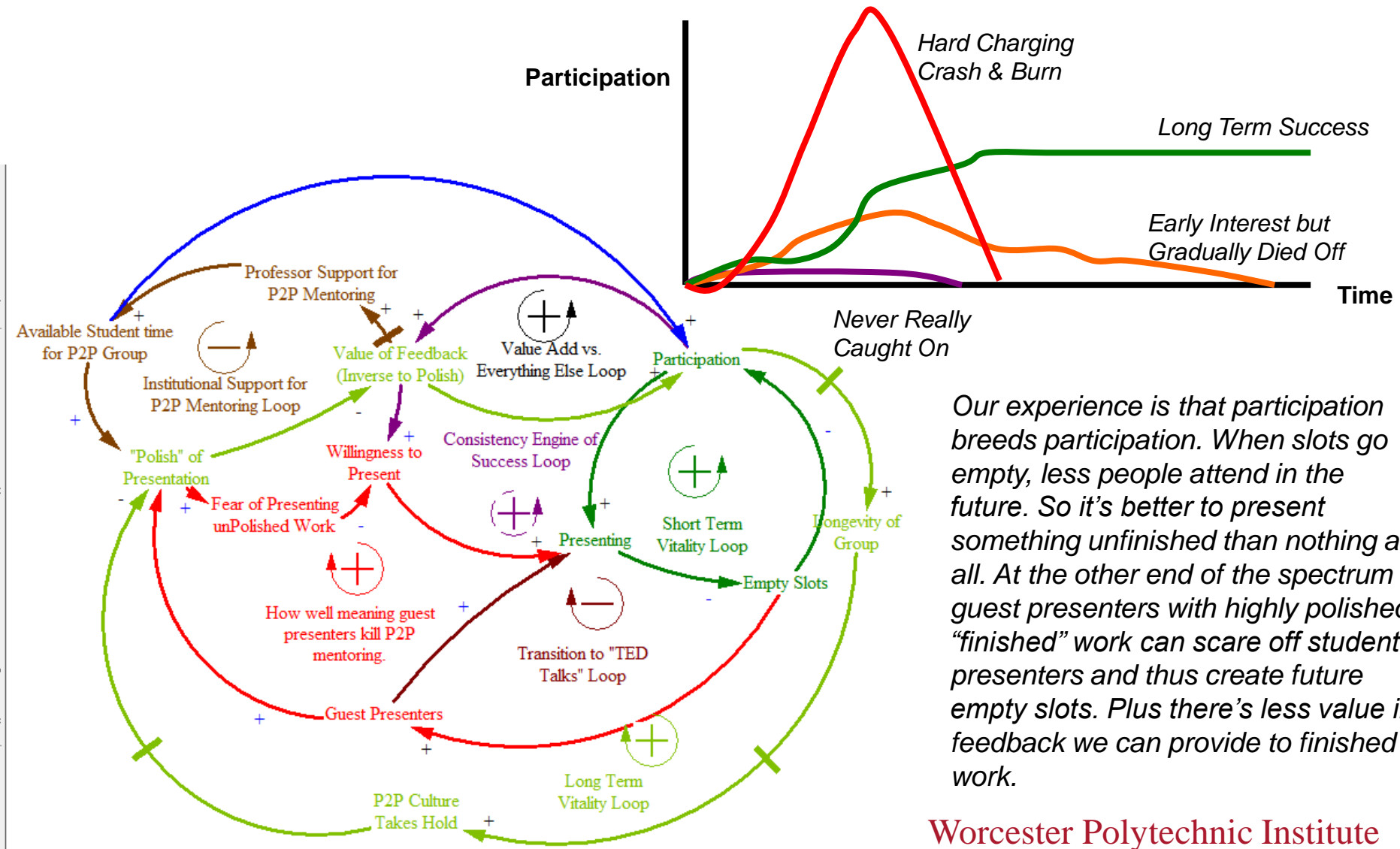
Everyone is welcome!

- Students (undergrads, grads)
- Post-docs
- Professors
- Researchers
- Industry professionals

What Can People Present?

- Preferably ***unfinished*** or ***exploratory*** work
 - AKA work in progress/process (WIP)
 - See next slide for why we prefer WIP
- Exceptions
 - People who want to practice for
 - Qualifying exam presentations
 - PhD dissertation defense
 - Conference presentation
 - People who want to teach us about features in a software
 - Presenters of meetings we co-host with the System Dynamics Economics SIG

Dynamic Hypothesis of Peer to Peer Mentoring – What We've Learned over the Years



When and Where are the CLMs?

- When: Fridays, Noon - 1PM ET
- Where:
 - ~~In person: WPI Salisbury Labs SL313~~
 - ~~The room is in the Social Science and Policy Studies (SSPS) department office~~
 - ~~Suspended due to COVID-19~~
 - Online: See specific link in email/calendar appointment/social media post

How Can I Sign Up to Present?

- Contact Christine Tang, ctang@wpi.edu, to know the available time slots
- Provide us with your information (title, abstract, info) through
 - <https://bit.ly/WPIsdCLMsignup>
 - Recording is optional but recommended. The presenter(s) control who receive the recordings. We like to record presentations for the benefit of the presenter(s) and those who miss the live presentation.

Presentation Guidelines

- Provide Bottom Line Up Front (BLUF)
 - Stage of research
 - What you want to convey. What the audience can learn/take-away from this presentation.
 - Specific areas of feedback
 - Preferably by the 2nd or 3rd slide
 - You can ask questions too!
- Tell a story
 - What is the problem? Why should the audience care? (Purpose)
 - Provide a high-level illustration of topic
 - Behavior over time graph (Reference Mode)
 - What do you plan to do about it? (Methods/Model Development)
 - Lit review, Dynamic hypothesis, Causal loop diagram (CLD), Stock and flow structure
 - You do not have to have a CLD or a model ready. Just have a plan. If you have a model, walk the audience through the model
 - Provide a high-level illustration
 - Color code sectors and subsectors
 - Show the high-level model again with color-coded sectors
 - What are the issues, problems, limitations and potential solutions

Presentation Guidelines

- Allocate 50% of your time to presenting and 50% for discussion
- Number your slides
- In your last slide, remind the audience of the feedback you want
- If you need more, schedule more! Ask for multiple slots and use iterative development to prepare your work for conferences, journal submissions, grant deadlines etc.
- If you are a guest presenter and presenting “finished” work consider how you modify to engage the audience and obtain feedback, make it interactive from the beginning.

Before you present

- Make sure that you can access the virtual link
 - See link in calendar appointment
 - ~~If you are presenting in person at WPI,~~
 - ~~We have a computer for you to use but it does not have SD software installed on it~~
 - ~~If using your own laptop (we will provide a VGA and HDMI cable)~~
 - ~~Please make sure you have Wi-Fi~~
 - ~~WPI has eduroam so you can use that if you have it too~~
 - ~~No eduroam? You can obtain a Guest Pass at <https://guest.wpi.edu/guest/start.php?browser=1>~~

Crowd Control

- State when you want people to ask questions
 - during your presentation
 - anytime or
 - at the end of a slide (remember to pause!)
 - at the end of the presentation
- State how you want people to ask questions
 - out loud
 - by raising their (virtual) hand first. If the attendee does not have a microphone, then they can use the chatbox
- Focus on what you want feedback on and what the audience needs to know in order to help you

Participant Guidelines

- Online participants
 - Mute your microphones unless you want to ask a question. Certain types of feedback can be harmful!
 - Feel free to utilize the chatroom feature
- ~~In person participants~~
 - ~~Laptops closed unless taking notes or facilitation online discussion~~
 - ~~Silence phones~~
- All
 - Be respectful. Be present. Be mindful
 - Limit war stories. Be presenter-centered
 - Focus on the topic and feedback requested

Video & Topical Discussion Guidelines

- Identify a facilitator who will ensure a robust discussion. Pause video periodically to ask questions or allow robust discussion of the topics
- Discussions should be interactive
- Use these to question and refine your deeper understandings of systems theory and thinking

Facilitator Setup Instructions

- ~~In SL 313:~~

- ~~— Check that the PC console is on. It is on the left, behind the TV.~~
- ~~— Use the remote control to turn on the TV.~~
- ~~— Set wallplate to PC, Display = On. Use audio adjustment by knob on wall.~~
- ~~— Turn on keyboard (switch is on upper back right corner, it's small and easy to miss) and mouse (button on bottom)~~
- ~~— Log into the computer with your WPI login~~
- ~~— Select the Windows Start Button, type in "Outlook"~~
- ~~— Find email with link to Zoom meeting~~
 - If you were the one to create the meeting,
 - Log into <https://wpi.zoom.us/profile>
 - Go to "Meetings" and click on the meeting

- Presenter needs to "Share" (Green Button) his/her screen

- To record meeting, select the "Record" button

- ~~— After the presentation and discussion end, select "Stop Recording"~~
- ~~— Video will take awhile to "process"~~
 - ~~We suggest someone record on his/her own computer because other people may need to one in SL 313~~
- ~~— Video should appear in the folder This PC -> Documents -> Zoom~~
- ~~— Upload to SD Club Google Drive~~
- ~~— Upload from SD Club Google Drive to YouTube Channel~~

A/V Troubleshooting

- ~~No Sound from TV, only PC.~~
 - ~~Check to see if HDMI Speaker driver is loaded on PC. If not call 5220.~~
- ~~Feedback~~
 - ~~Only TV volume should be on, all other microphones and volumes in laptops in the room should be off.~~
 - Online participants should mute their microphones

Do you have feedback? Questions? Upwards dissent?

- We appreciate all feedback, questions and upwards dissent!
- For general feedback or discussions, post on the Facebook or LinkedIn group
- For private feedback, please contact Christine Tang, ctang@wpi.edu
- For anonymous feedback: <http://bit.ly/WPI-SD-Anon-Feedback-Form>

Credits

- Original Slides Creator: Timothy Clancy
- Edited on 2019/09/13, 2020/01/07, 2020/09/04, 2020/09/28, 2021/01/11, 2021/05/26: Christine Tang
- Various WPI students and other colleagues have contributed ideas to help improve the content on these slides
 - CLM creators: Raafat Zaini and Saeed Langarudi
 - Those who attended the WPI hosted MIT-Ualbany-WPI Colloquium in Spring 2019 with special thanks to Christine Bolton and Souleymane Bah who took notes