

Only 1 team member submits as a pdf file.

Teams will put together a briefing (2-page max) regarding their clients' needs. This will be based on their first meeting with the clients.

1. This briefing should contain many needs, which will be identified by empathizing with the clients. Feel free to speak to other potential clients related to the project on your own and to look at other similar products on the market. This will help strengthen your results.
2. It is important to take the time to convert what the client is saying and/or doing into properly interpreted need statements.
3. Once a list of needs has been identified, organize these needs into similar groups and prioritize them, justifying what you do as you go along.
4. Once you are confident that your team has identified all of your clients' needs, use them to formulate a problem statement, including all important aspects, while ensuring that it remains short, specific and sexy.
5. Remember to also benchmark *user perceptions* of similar products (i.e. user benchmarking) to make sure that you have a thorough understanding of the problem and related needs of the eventual and for other potential users.
6. Remember: your client may not know or be able to put into words all the things that they want or need.
7. There may also be unknown information that needs to be clarified or defined (i.e. issues or questions that were not addressed in the initial client meeting). There may also be new issues or needs that are identified *after* that meeting too. These all need to be documented here and in the next deliverable, depending on when they are identified.

Data gathering (raw information):

Grouping	User's need statements	Need interpretation
Functional requirements	~10 office spaces, each with a computer.	The building needs 10 office spaces that allows for computer use.
	A large workspace with a mobile lab bench and monitors on the sidelines.	The building needs an adequately sized space for several lab benches.
	5 – 10 people working on average within the building.	The building needs a working area usable by at least 10 people.
	Storage space for handheld devices, short-term storing.	The building needs accessible storage spaces for hand-held devices.
	Truck parking space. Does not need to be a dedicated space.	The project needs a space for parking trucks.
	Freezer space for storing wildlife samples. Normal freezer size.	The building needs a space for a freezer.
	Dry space for drying plants	The building needs a dry and spacious space for drying plants.
	Wheelchair accessible for knowledge holder and elders.	The entire building needs to be accessible with wheelchairs.
	Kitchen area for resting	The building needs a room for accommodating essential needs.
	Good sized boardroom area for meetings and training	The building needs a room for meetings and training.
	2 restrooms needed, 2 stalls per restroom	The building needs to have 2 restrooms with 2 stalls at least each.
Considerations	No plan for further expansion	The building needs to meet requirements.
	Wants the community to be aware of what they are doing. Open.	The building needs to accommodate occasional large groups of visitors.
	Building is for resting and backing up data.	The building needs to consider secluded spaces that is set apart from public spaces.
	No chemicals	No chemical treatment infrastructure needed.
	No bodies of water nearby. No flooding.	The building does not need to consider flooding.
	Likely used between 8:30AM to 6:00PM	The building needs to focus on daytime use.
	Used all year round	The building needs to be accessible in all weather conditions.
Availabilities	There is no limitation on site dimensions.	The area of the building has no constraints.
	There is no set budget, the boss's idea is to think big.	Cost effectiveness is not the priority.
	The site has road access and unlimited water and electricity supply.	Consideration for infrastructure is not needed.
	No expectation of levels or building height.	The height of the building has no constraints.

	The construction site is right beside the building the client was in.	The building needs to be aesthetically distinct while also serving a different purpose.
Likes	Great opportunity for community to gather.	The building needs to accommodate for visitors.
	Means a lot, gives pride, and reflects identity.	The building needs to incorporate Algonquin identity.
	No religious focus, instead, reflects nature	The building needs to incorporate a natural theme.
	Open space for community involvement, could include hide tanning and fish processing.	The project needs to include a large open space.
	Likes a loading area for trucks	The building needs a loading area for pickup trucks.
Dislikes		
Constraints		
Suggestions	Design reflects sustainability to represent who they are.	The building needs to be environmentally sustainable.
	Ideally designed with future consideration, the project might grow quickly.	The building needs to be adequately sized to allow for increased capacity.
	Ideally constructed within 2 years.	The building needs to have an appropriate construction time.

Product needs:

User need	Importance ranking
The building needs 10 office spaces that allows for computer use.	5
The building needs an adequately sized space for several lab benches.	5
The building needs a working area usable by at least 10 people.	5
The building needs accessible storage spaces for hand-held devices.	4
The project needs a space for parking trucks.	3
The building needs a space for a freezer.	5
The building needs a dry and spacious space for drying plants.	5
The entire building needs to be accessible with wheelchairs.	4
The building needs a room for accommodating essential needs.	4
The building needs a room for meetings and training.	4
The building needs to have 2 restrooms with 2 stalls at least each.	5
The building needs to accommodate occasional large groups of visitors.	3
The building needs to consider secluded spaces that is set apart from public spaces.	4
The building needs to be accessible in all weather conditions.	5
The building needs to incorporate Algonquin identity.	4
The building needs to be environmentally sustainable.	5
The project needs to include a large open space.	4

The building needs to be adequately sized to allow for increased capacity.	3
The building needs to have an appropriate construction time.	2
The building needs a loading area for pickup trucks.	2

Benchmarking:

The client has mentioned her need to recreate certain infrastructure as seen in the Canadian Museum of Nature.

Required freezer was mentioned to be a normal freezer.

Mobile lab bench that is on wheels.

Plant processing might require special equipment and infrastructure.

Problem Statement:

There is a need for an environmentally sustainable building that contains a lab space, an office area, a pickup truck parking area, and a drying space for plants, allowing for at least 10 employees to work freely. There also must be indoor and outdoor public spaces allowing for community gatherings.