

Initial Consultation

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Planning & Research



Lean Canvas



User Experience

The initial consultation is an opportunity to explore the project vision, scope, and assess its viability as a DH project.

Visit the DHLab during **Office Hours** or sign up for a consultation.

The client provides sample data to the production team to assess the scope and deliverables discussed in the initial consultation.

Select data that gives a good idea of its range, complexity, and scale.

This exercise sets project goals, identifies target audiences, and crystallizes the research question driving the project.

Get brainstorming and download this handy **Lean Canvas** to share with your collaborators.

The **User Analysis**

translates high level concepts into step-by-step user journeys that inform how to storyboard features around your users.

Sketch collaboratively to collect the best **Ideation** as the basis for designing wireframe mockups.

The **Project Charter** articulates specific production goals and deliverables:

- Team members, roles, and responsibilities
- Project constraints, risks, and dependencies
- Acquisition and management plan for data including related media and permissions



Project Charter

- Web and software infrastructure decisions
- Timeline and budget requirements
- Final wireframe mockups for production

The Project Charter is signed off by all parties before production can begin.



Content & Design



Coding & Analysis



User Testing



Closing & Sustainability

Production begins by establishing a clear workflow and channels of communication for team members. Design and content can include:

- Develop a style guide, graphics, and CSS from designed wireframes
- Produce/edit media: audio, video, images, etc.
- · Clean metadata
- Produce written copy

Development includes building both the back and front ends of application as well as coding for data analysis and interpretation.

- Implement software infrastructure
- Data analysis and visualization

Once a prototype is created, begin user testing to identify any areas of improvement to ensure the product's success.

- Recruit at least 5 users
- Talk to the DHLab to set up user testing sessions
- Review testing results and analysis
- Re-calibrate where needed

The **Project Closeout** details the long-term

details the long-term governance of the project's sustainability, maintenance, and operation.

- Provide documentation
- Measure accomplishments
- Determine lessons learned
- Identify who will maintain the project going forward