



Mentor Session Agenda

1-on-1 mentor sessions are one of the most valuable parts of your Designlab course experience — working with an expert designer is a fantastic way to accelerate your learning. It's important to structure your time wisely, and to go into sessions prepared with an agenda. Use this document as a guide for your sessions in the course!

PREPPING FOR YOUR SESSION



Email your mentor to confirm Skype or Google Hangout details beforehand.



Do the work. You've made progress on your work since your last session, right?



Prepare your notes, questions, and comps ahead of time so you are ready to present.



Show up promptly at the scheduled time!
In case of emergencies or cancellations, let your mentor know **more than 24 hours** in advance.

WHAT DO YOU TALK ABOUT?

Here's an agenda — feel free to use this as a guide

6:00 - 6:20pm **Student & mentor intros**

Typical for first session

Talk about your background, past skills, current work, course goals, and more. *What are you hoping to get out of the course? What would you like to focus on in terms of skills and output?* By sharing this with your mentor up-front and establishing expectations, your mentor can serve you well throughout the course.

Your mentor will introduce themselves, and talk about their past & current work, communication style, and more.

Student “standup”

All sessions

Share your progress over the previous week.

Which unit are you currently on? Did you find any articles or lectures interesting? How is the course going overall — have your priorities changed since the previous week? Are there any special topics you want to cover in today's session? This checkin at the beginning will help frame discussion during the rest of the session.

6:20 - 6:45pm **Project discussion**

Past work

· Present a course project you'd like to talk about. *What were your project goals? What was your process? What other versions did you consider? What stumbling blocks / challenges did you encounter? What questions do you have about your work?*

· Prepare to talk about your work in this manner! This will help give the mentor context as they dig into your work, ask more questions, and give you feedback/advice on areas of improvement.

· Take notes on your mentor feedback, and prepare to submit additional versions after the session.

Upcoming project work

· Get feedback and advice on projects you're considering working on in the course, and plan for the week ahead.

6:45 - 7:00pm **Student Q&A**

Are there any questions about concepts you encountered? Would you like guidance/feedback on any aspect of the coursework? Additional resources on a topic of interest? Help with tools you're currently using? Are you curious about the state of your portfolio? Curious about what your mentor is currently working on? What a day in their life looks like? How they got to where they currently are?

Here are some more potential questions you might ask:
<http://trydesignlab.com/course/overview/mentor-tips>

Have fun!