

**Dynamic Design: The Cleanroom**

**Planning a Party!**

**STUDENT ACTIVITY**

**BACKGROUND**

The Genesis payload team responsible for assembling the science canister and installing wafers into array frames developed a list of items that needed to be done in a certain order. The list was a planning guide that was used to complete the tasks. In this activity you will complete a similar process, but rather than assembling the science canister, you will be planning for a birthday party.



**Procedure:**

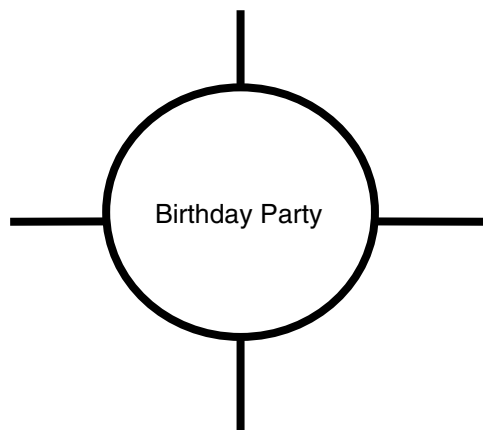
1. Working in groups of four, decide whose birthday you will celebrate. One way to decide is to celebrate the person's birthday that is closest to today's date. Once you have decided whose birthday to celebrate write their name down below.

We are planning a party for: \_\_\_\_\_

2. Based on the interests of this person decide what the theme and colors will be for this party. Write the information below.

Theme: \_\_\_\_\_ Colors: \_\_\_\_\_

3. Next brainstorm all of the details (food, entertainment, etc.) that will be needed for this party by filling in the following concept map:



4. Classify the above details into categories. Categories may include party goods, decorations, entertainment, and food and beverage. You may choose other categories to best meet your needs.
5. Divide the categories among everyone in your group. Each person should develop a table or spreadsheet that has the category that they are working on and the necessary details that are under that category. Not all of the details are items that are to be purchased. Some of these will be tasks to be completed. When you construct your spreadsheet



items should be listed in the sequence that they are to be completed. Decide on the date of the party and indicate in your chart the date when you are planning to complete each item. Two columns should be set up so that you can keep track of the cost budgeted to an item and its actual price. A third column can be set up to check-off and date when the item has been addressed. For the purposes of this simulation a total of 10 friends including the birthday person will celebrate. Your group will have a total budget of \$200.00. Once you have set up your priorities, you should get together with your group to decide how the money will be divided among the categories. You may use the chart below to start your planning.

Category: \_\_\_\_\_ Date of party: \_\_\_\_\_

Total budget for this category: \_\_\_\_\_ Total spent for this category: \_\_\_\_\_


- As a homework assignment, go to a few stores or Internet sites that may have the items on your above list and indicate the actual cost in one of the columns. If your total costs exceed your budget you may want to hunt for better prices at other sources or check with other groups to see if they had money left over or you may try some alternatives to your ideas or eliminate nonessentials. If you have extra money left over you may check with other members of your group to see if they need more.
- Working with the other members of your group, review the plans and comment on various aspects of each. Talk with your group members about the method that this peer review will take place. For instance, nutrition of the foods and alternative choices may be discussed. At this point it is important that all members in the group are in agreement about the various parts of the party before further work can be done.
- Turn in your final overall plan, with timelines, costs, and persons assigned to each task. Now you are ready to make your party a reality!
- In your journal write your thoughts about this Activity, "Planning a Party!" Use the following questions to guide your writing. How was planning helpful? How did the pre-planning process enhance the party? In what ways would your party have been different if you did not do this planning? How would you change the planning process next time? How did having a planned budget affect the cost of hosting a party?