

VISUALIZING THE CRISIS IN SYRIA

How mapping violence and refugee flows can inform policy-making

Process Book



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Project plan

Basic project information

- Project Name: SPREADING VIOLENCE IN SYRIA How mapping violence and refugee flows can inform policymaking
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Project URL: <u>http://www.syria-visualized.com</u>

Background and motivation

Since the conflict in Syria started in 2011, 5 million Syrians were left homeless and hopeless. The extreme violence that has spread over Syria has led the country devastated.

However, international awareness of the seriousness of this issue is still very poor. The world has not been able to reach a coordinated effort to bring a solution to the humanitarian crisis in Syria.

In a world in which information is power and the public can have a decisive role in policymaking, a good data visualization of this problem can trigger action towards an integrated solution at the supranational level.

Objectives

Various actors have been tracking refugee movements over time (in general, and specifically with respect to the conflict in Syria, see section on related work below). Similarly, some actors have been mapping the occurrence of violent events in Syria (e.g., SyriaTracker, MonkeyCage, SIPRI, and Jakub Langr, see below).

However, there is no common source available that provides a dynamic view on violence and how it links to refugee flows. By using an interactive visualization and displaying how the situation evolves over time, we will be able to provide an intuitive angle to the dynamics of violence and political migration in Syria.

Illustrate the dynamics of violence and political migration	 Show development of violence over time Spread of violence within the country Perpetrators and victims of political violence Illustrate the relationship between political violence and refugee flows
Create transparency for policy-makers	 Understand what has happened in Syria Identify early trends in violence or refugee movement patterns that allow for earlier intervention (e.g., predict funding needs) Distill lessons learnt, e.g., what is a threshold of violence that citizens endure before choosing to migrate
Raise awareness	 Create awareness about political violence in Syria Provide information to interested audience in host countries of refugees

Related Work

Syria and event studies

- <u>Syria Tracker</u> provides crowd-sourced information on conflict evolution in Syria
- <u>Jakub Langr</u>: Static representation of violence caused by ISIS in Syria over time
- <u>Monkey cage political violence blog</u>: Discusses sources of data for tracking political violence in Syria
- <u>Stockholm International Research Institute (SIPRI)</u> discusses potential biases in media coverage (that might affect as well our data)
- <u>GED: Global instances of political violence</u> unfortunately database with insufficient coverage of the Syria incidents

Refugee flows and information:

- The <u>refugee project</u> shows flow of refugees from origin countries over time
- <u>NY Times</u> tracks refugee movements over time (The Flight of Refugees around the Globe)
- <u>UNHCR</u> visualizes the regional refugee response of neighboring countries using D3
- <u>BBC tracks</u> the journey of refugees from Syria to their destination countries
- Refugee flows to European countries over time: <u>Takepart</u>

Tasks

Data collection/ Data wrangling	 Identify relevant data sources (events, refugee data, funding?) Data description (see below) Data cleaning: Determine right level for data aggregation in illustration
Background research	 History of Syrian Civil War / history of refugee flows Theoretical framework: Violence in civil wars and how it spreads Theories of refugee flows Data: Violence, victims, number of refugee flows, funding of refugee camps, crisis response
Storyline	Develop narrative for webpage / visualizationIdentify core messages to be shared
Design	Core visualizations to illustrate storylineInteraction storyboard
D3 implementa- tion	 Implement visualizations in D3
Webpage:	 Webpage hosting Storytelling components Website design (incl. HTML/CSS)
Screencast:	 Develop 2 min narrative for webpage, project overview, as well as policy-makers (policy-brief)

Data and data process

In this project, we use three datasets to record violent events and refugee flows.

Violent Events

• Crisis Early Warning System (ICEWS)

This event dataset¹ is called Integrated Crisis Early Warning System (ICEWS) for the Defense Advanced Research Projects Agency (DARPA) and Office of Naval Research (ONR).

Description: This geo-coded micro-level event data consists of coded interactions between socio-political actors (i.e., cooperative or hostile actions between individuals, groups, sectors and nation states). Events are automatically identified and extracted from news articles by the BBN ACCENT event coder. These events are essentially triples consisting of a source actor, an event type (according to the CAMEO² taxonomy of events), and a target actor. Geographical-temporal metadata are also extracted and associated with the relevant events within a news article.

Time Frame: 2011 - 2015.

Frequency: Daily

<u>Variables of Interests</u>: Event Date, Source Country, CAMEO Code, Intensity, Target Country, Country, Latitude, and Longitude.

Folder Name: "dataverse_files"

Main Source/Materials: ICEWS Coded Event Data Read Me

¹ https://dataverse.harvard.edu/dataset.xhtml?persistentId=doi:10.7910/DVN/28075

² Conflict and Mediation Event Observations Codebook

Figure 1: Screenshot of ICEWS event data

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347363	17226851	5/15/11	2011	Israel Defense Forces	israel .	Mile	tara, Gevennme	Government , Military	innel .	fight with small arms and light weapons	193		-10 Otlean Pale:
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247458	17127960	5/15/11	2011	Israeli Defense Forces	israel	Mill	tara Sovernme	Government, Military	Innel	fight with small arms and light weapons	193		-10 Otiven Palet
347958	17128555	5/16/11	2011	tutael	Instant .			Other	israel .	Use conventional military force	290		-00 Lebanon
248045	17228685	5/14/11	2011	Israel Defense Forces	brael	Gev	emment, Milita	Covernment, Military	Innel	fight with small arms and light weapons	293		-30 Israel
3480464	17328684	\$/14/11	2015	Israeli Owfense Forces	israel.	Gov	emmane, Milita	Government, Military	israel .	fight with unuil arms and light weapons	294		-00 Syria
248155	17128800	5/14/11	2013	Israeli Defense Forces	Israel	Gev	emment Adding	Government, Military	Israel	Use conventional military force	190		10 Oliver Ihree
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349006	17129679	3/14/11	2011	Israel Defense Forces	Israel	Oev	emment Milita	Government , Military	torael	Use conventional military force	290		30 Protester (Pr
349075	17229750	5/14/11	2015	Israeli Oefense Forces	israel .	Gov	emment Mility	Government, Military	Israel	Use tactics of violent repression	175		-9 Protester (Se
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284354	17334485	6/5/11	2011	Israel	hrael			Other	Israel	Occupy territory	192		9.5 Turla
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384654	17834547	6/5/11	2011	Israeli Gefense Forces	Israel	Gev	emment, Milita	Government, Military	Israel	light with small arms and light weapons.	198		50 Oliven Paler
284635	17104546	6/5/11	2015	Israeli Defense Forces	issel	Gov	emment, Milita	Government, Military	innel .	fight with small arms and light weapons	193		-50 Otleen Berle
284658	17104589	6/5/11	2011	Israeli Defense Forces	hrael	604	emment Mills	Oovernment , Military	torael	fight with unuil arms and light weapons.	298		10 Protector (Pc
284058	17334599	6/5/11	2013	torael	terest			Other	terael	Use conventional military force	190		-00 Serie
284696	17894627	6/5/11	2011	Israel	Israel			Other	twael	Ourupy territory	283		8.5 Tyria
284769	17334701	6/5/11	2011	Israeli Gefense Forces	breel	Gew	emment, Millio	Government, Military	Innel	Use conventional military force	190		-10 Otleen Darie
284804	17894740	6/5/11	2011	turael	Incose!			Other	turael.	fight with unuil arms and light weapons.	298		10 Otion1 Daria
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284834	17104771	6/5/11	2011	Israel	istael			Other	istael	fight with unuil arms and light weapons.	288		-00 Citizen Derla

• The GDELT Project (GDELT)

Description: This is another geo-coded micro-level event dataset is from Google Ideas. The GDELT Project monitors the world's broadcast, print, and web news from nearly every corner of every country and identifies the people, locations, organizations, counts, themes, sources, emotions, counts, quotes and events driving our global society every second of every day. Its event type also follows CAMEO.

Time Frame: 2011 - 2016.

Frequency: Daily

Variables of Interests: SQLDATE, MonthYear, Year, Actor1Code, Actor1CountryCode, Actor1Type1Code, Actor2Code, Actor2CountryCode, EventCode, GoldsteinScale, ActionGeo_Lat, ActionGeo_Long

Folder Name: "GDELT events"

Main Source/Materials: http://gdeltproject.org/data.html

Refugee Flows

• UNHCR: Syria Regional Refugee Response

Description: This is a country-level refugee flow dataset. It provides the refugee camp host country names, the origin country names, and population values. It also has detailed demographic information on age, gender, and urban/rural.

Time Frame: 2012 - 2016.

Frequency: Monthly

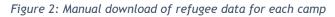
<u>Variables of Interests</u>: Country/territory of asylum/residence, Origin, Month, Year, Value

Folder Name: "refugee flows"

Main Source/Materials: http://data.unhcr.org/syrianrefugees/country.php?id=107

The process: In order to download the data for each refugee camp, we manually clicked through every refugee camp site and downloaded the corresponding information. We then aggregated the data into single Excel files - one with refugee information by country (for the violence map visualization) and one with refugee information by camp and time.

We then used the refugee google map screenshots to manually code refugee camp locations for the "where do they go" section.



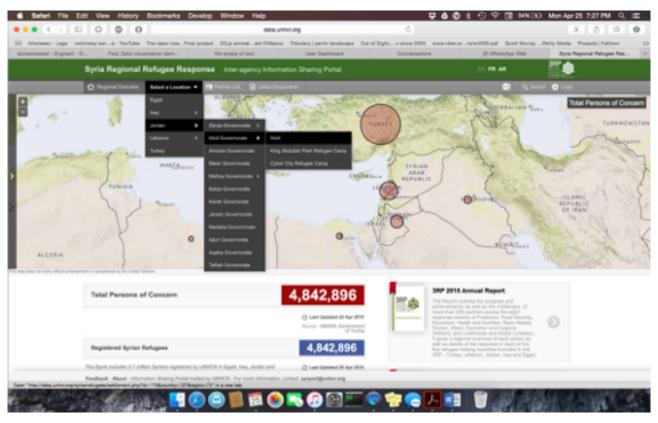


Figure 3: Screenshot of refugee data (1 camp only; data will still need to be merged)

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7	5/31/12	239											
8	6/5/12	239											
9	6/14/12	334											
10	6/21/12	339											
11	6/26/12	378											
12	7/5/12	378											
13	7/11/12	380											
14	7/20/12	380											
15	7/25/12	380											
16	8/8/12	417											
17	8/10/12	461											

Casualty data

• Violence Documentation Center Syria

Description: The Violence Documentation Center (VDC) in Syria has been collecting information on casualties during the Syrian conflict. While the data source is likely not fully complete and has some biases to overreporting casualties of rebel groups, it was a source recommended to us by Dr. Anita Gohdes - who is one of the leading experts on casualty estimates in Syria.

Time Frame: 2011- Apr 19, 2016.

Frequency: Daily

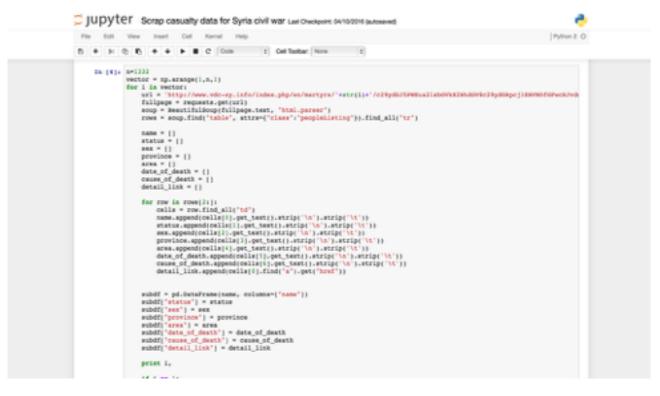
<u>Variables of Interests</u>: Name, Location, Date, Cause of Death, Gender, Age (Adult vs. Child)

Folder Name: "2016_casualties"

Main Source/Materials: http://www.vdc-sy.info/index.php/en/home

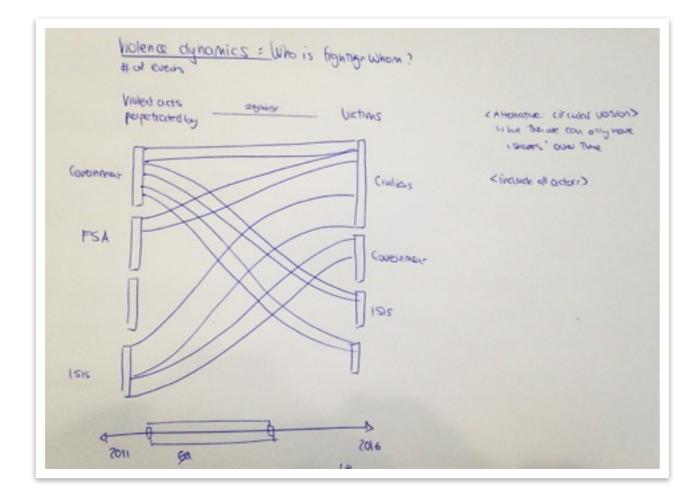
Since the refugee information is not conveniently available in a downloadable format, we needed to do some web scraping using beautiful soup in order to download and save the information in a format that we could work with. We downloaded all information from the "Martyr" and the "Regime fatalities" tabs and joined them into a single dataframe.

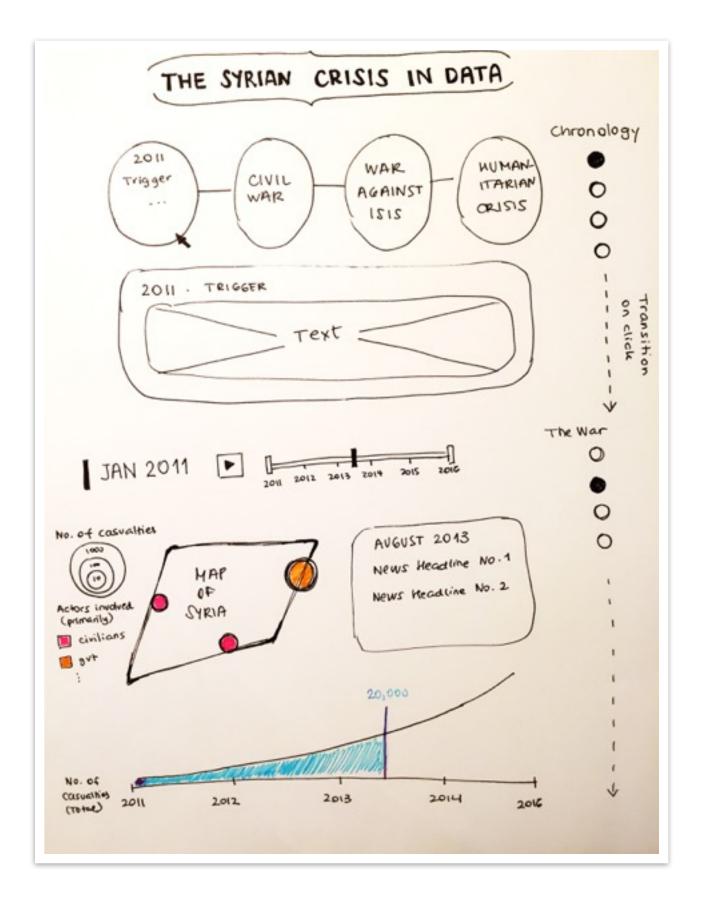
Figure 4: Web scraping to save casualty information in a usable format



Visualization and design ideas

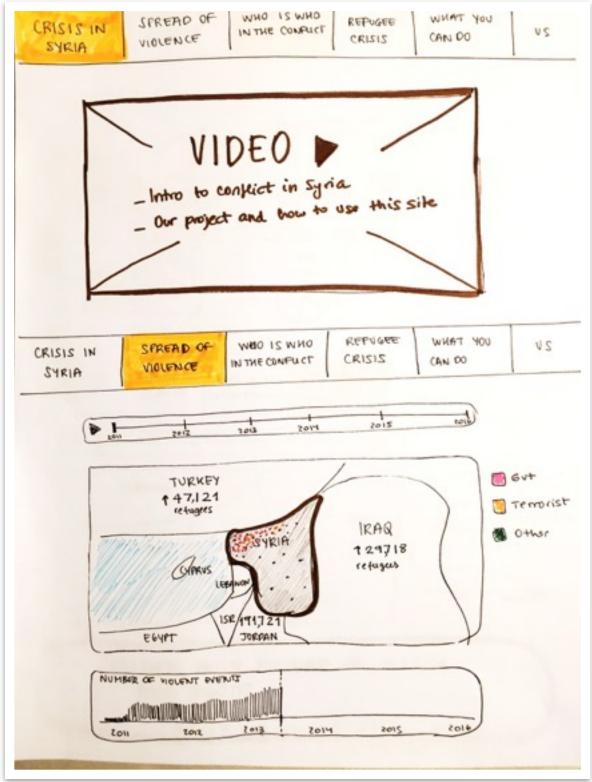
Initial sketches (Week 1)

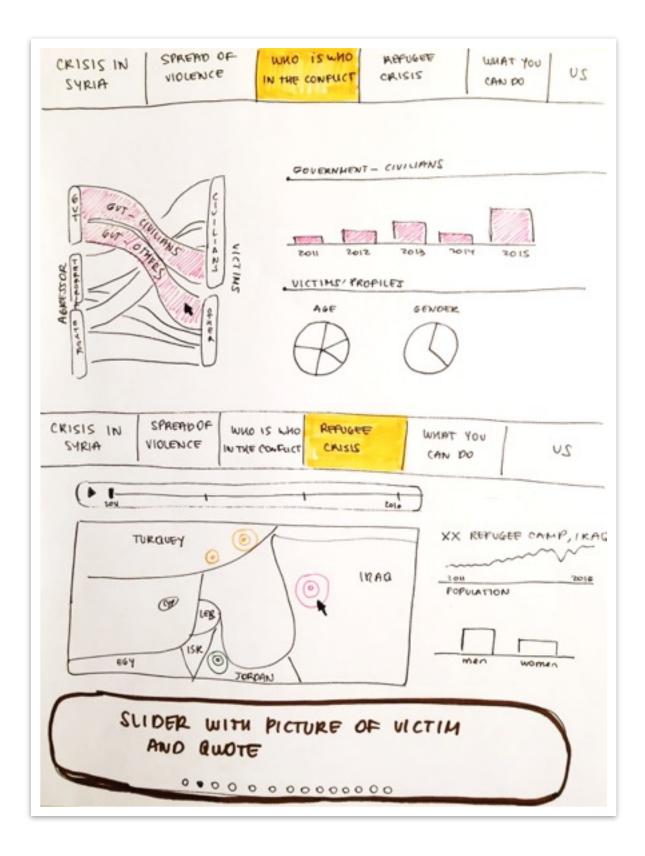






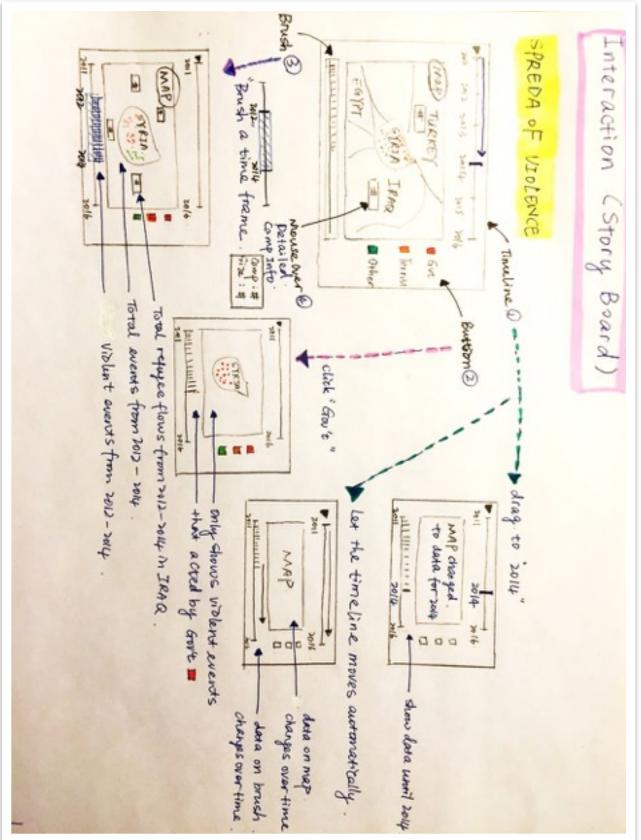
Design sketches + webpage layout (Week 2)

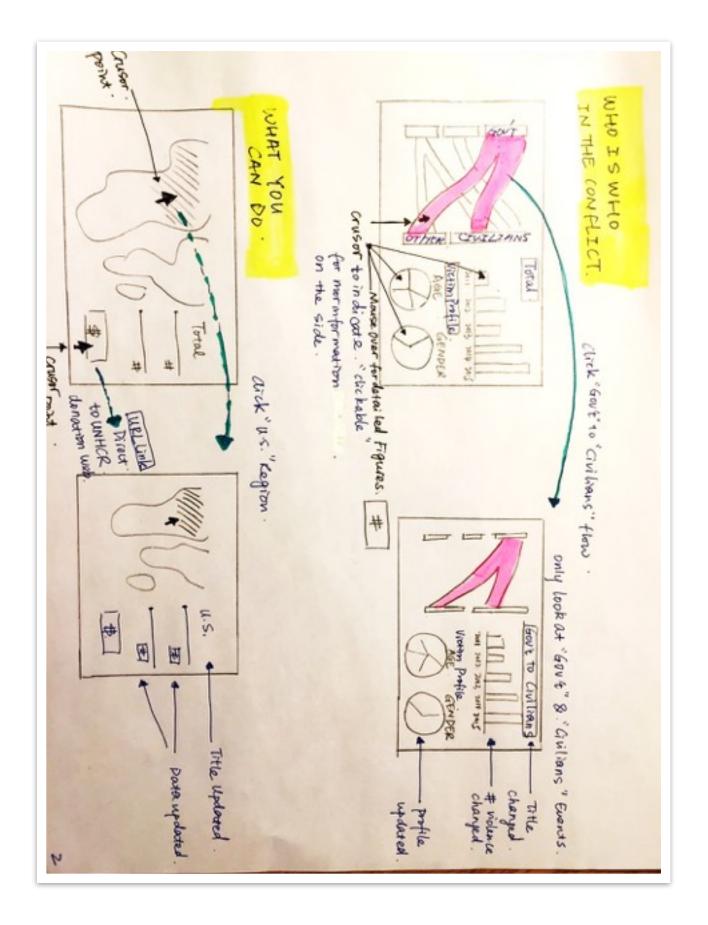


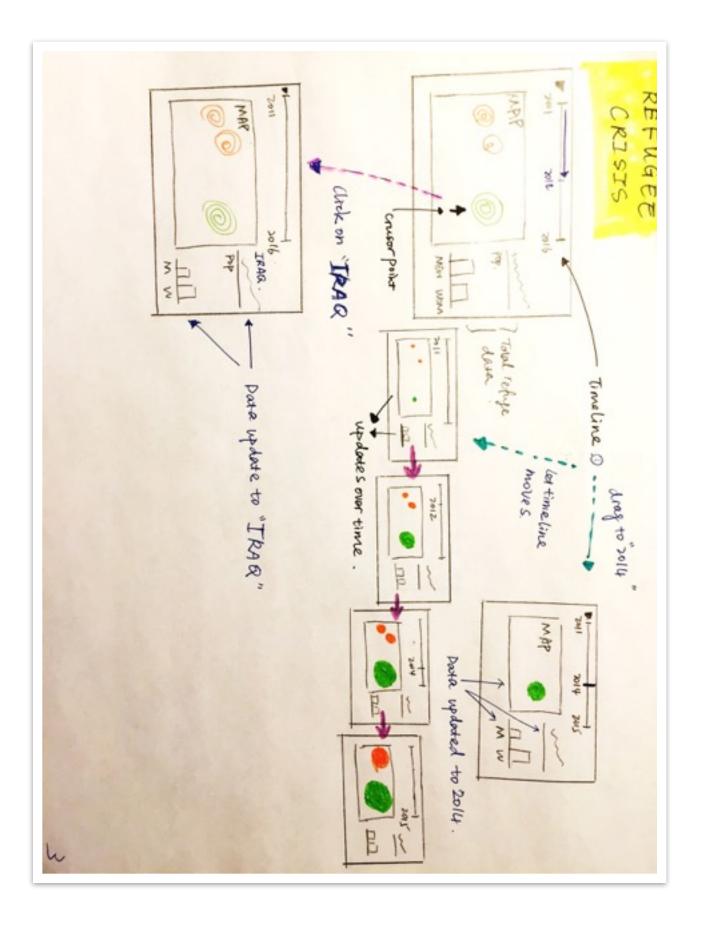


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Interaction storyboard (Week 2)







Expert feedback (Week 3)

Note: The feedback we got was not classified according to Nielsen. We interpreted the urgency based on what our facilitator observed during the session.

Violence map

- Use brush component to show accumulated violence over time as well (not only at a specific point in time) ← disregarded, because we think it would be confusing for users to have both a vertical line that moves across time and a rectangle brush; moreover, right now accumulation over 3 months is displayed.
- Perhaps you can add a link on the current front page visualization so that when you click on a country where refugees are leaving to, it brings you to a zoomed in, clicked on, version of the refugee camp tab (← disregard; we deliberately chose to tell a story that guides the users through the narrative and does not overload them with information)
- There might be too much going on especially when actors are encoded with colors. Maybe give people the choice to select various actor (← changed, see below)

Actor Sankey

- Wording: "Aggressors" & "Victims" might be politically confusing (← changed, see below)
- Make it a chord diagram rather than a Sankey to better see who is fighting whom (← changed, see below)

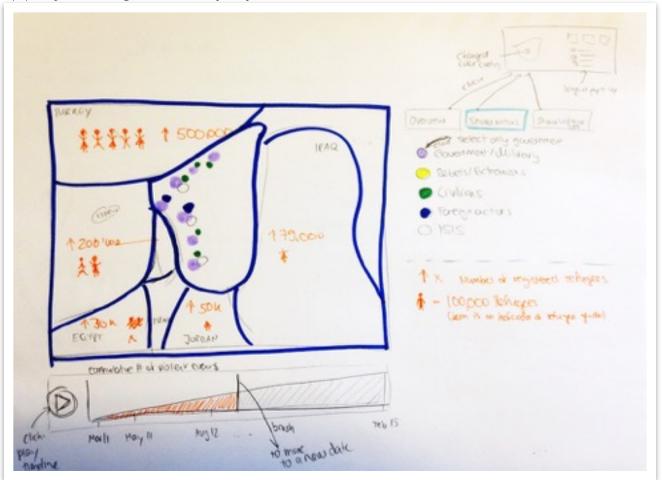
Storyline

- End with a more positive message; encourage people to help ← will include that in webpage
- Turn around storyline to have violence chart as a conclusion (← disregarded, because the storyline follows a natural narrative from violence → people dying/being afraid → refugee flows → refugee crisis)
- Change order of tabs/graphs: first show actors involved then show violence and refugees (← disregarded; we think we need the first visualization to create a sense of urgency and since it touches on both topic areas (violence & humanitarian aspects) it serves as kind of a landing page for further visualizations)

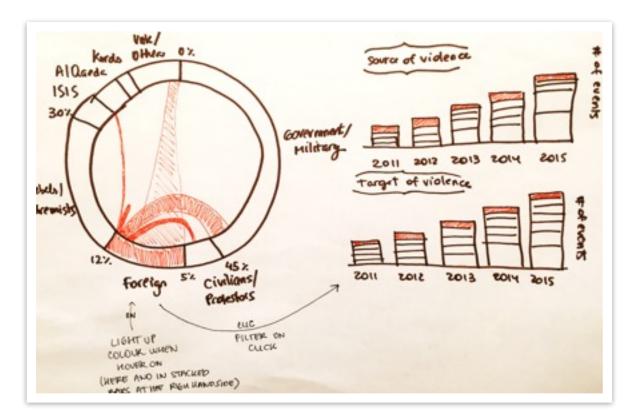
Design changes (Week 3)

	Critique / Point	Changes in designs
Innovation → see (1) in next section	 Refugee counters (numbers) are changing fast and thus changes over time are difficult to grasp (e.g., when is there a jump in refugee numbers in a certain country?) 	 Traditional solution: Add line charts that show refugee development over time per country To not overload the audience with too many graphs, we decided to go for an innovative solution: In addition to the refugee counter), we will add images of "little people" that will "grow" as the number of refugees is growing. → "Little people counter"
Expert feedback I → see (1)	• Violence map: Filtering by actors is overloading users with information; it would be great to select actors	 Adding an item-by-item selection for each of the actors, when in the "actor view" of the violence map (first vis)
Expert feedback II	• Actor involvement: Make it a chord diagram rather than a Sankey to better see who is fighting whom	• Will change it to a chord diagram
Expert feedback III	 Actor involvement: Use of wording that might be politically loaded 	 Change wording from aggressors to "source of violence" and victims to "target"
Expert feedback IV	• Webpage storytelling: End with more positive note / call to action	• Will implement that
Team discussion → see (3)	• Current situation / what can you do: the map currently shows world, but the available data is mostly centered in Europe	 Using a different "cut" of the world map - primarily focusing on Europe

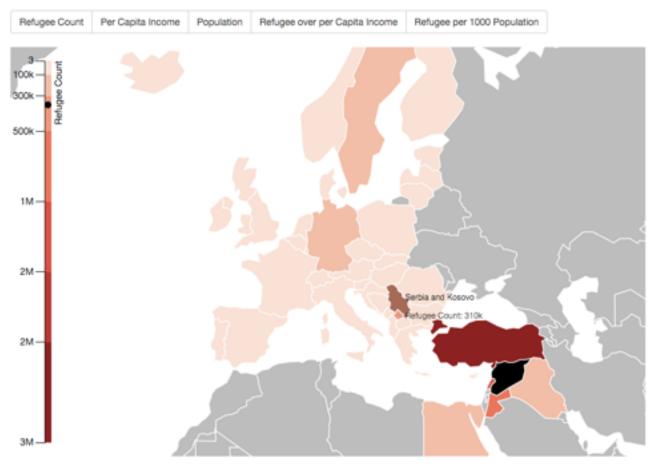
Re-designs (week 3)



(1) Major changes: "little-people counter" // Select & de-select actors



(2) Major changes: Chord diagram instead of Sankey / Adjustment of wording



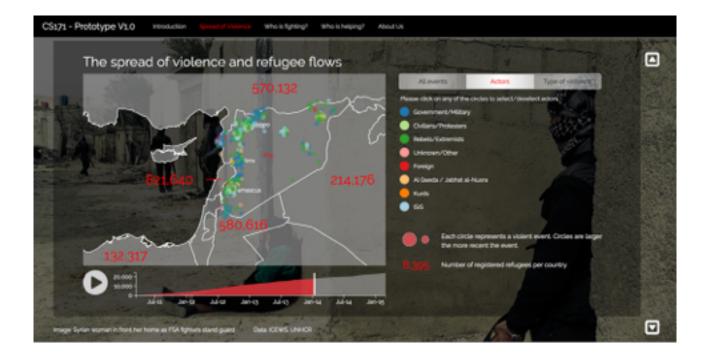
(3) Major changes: show mostly European countries rather than the entire world

Redesigns (Week 4)

Decided to go with a mostly dark / black background



Therefore added transparency features on the violence map (little people counter is almost working; will be included in next version)



For the Actor Chord, we tested it with a sample audience and since it is hard to understand, we included an explanation to start with (before the full graph is showing up).



Only in a second step we show the full-fledged actor chord to be available for users



Lastly, we include the map that shows who is currently helping and taking refugees.



Expert feedback on prototype V1.0 (Week 5)

We collected feedback on our prototype V1.0 from various sources, which have inspired our re-design.

	Feedback	Changes in designs (green if already implemented)
Techy from Nepal	Site looks messy and messages are not clear To set the context, add a general information of the Syrian Civil War at the beginning (infographic / video) Names on people on casualty graph is too much detail for a webpage	 Context / Messaging: Changed slide titles to guiding questions that will help orient the user Context/Messaging: We will add some context on the conflict in the screencast Context/Messaging: To recap, we implemented a timeline with key insights from the visualization at the end. Ignored comment on people names on casualty graph, since we think the messaging is much more powerful like that. Plus we think of it as well as a memorandum kind of page

Argentinian	• Spread of violence	Spread of violence
Argentinian communicator , designer, and publicist	 Spread of violence Unclear what numbers meant and realizing that movement meant a timeline Map is too slow, fun comes at the end People do not recognize that they can filter across types of violence Actor Chord Shorten the explanation if possible (other feedback said we should increase the time though) Interactions are unclear 	 Spread of violence Unclear what numbers meant: there is a legend; hopefully with "little people" counter it becomes more compelling
	 Who is helping: Key message is not clear to me General: need something like key milestones to explain the conflict 	 "page" that introduces the topic Introduced a timeline with key milestones
German lawyer	• "Wow - we really only have that many refugees in Germany? Why is there so much fuzz then? What is Turkey doing instead?"	 No changes. Just being happy that the message is coming across;)

Argentinian/	• Love how each questions	 Included a visualization on vistime
UK lawyer specializing in human rights issues	 leads to the next one; Things who are missing: Who are the victims? Violations to human rights and what the world is doing besides taking refugees Would be great to have a video at the beginning that explains the basics of the conflict 	 victims Will include some information on conflict in the beginning + timeline with milestones
Chilean actuary	 There is bugs with Internet Explorer (buttons cannot be clicked or wrong actors show up) It would be great to be able to go a step in the explanations of the actor chord 	
Computer engineer and MBA from Argentina	 Shorten all texts on the page Interactions should be more homogeneous across the webpage: sometimes a hover over the legend is a highlight, sometimes a click is a filter. It is hard to predict what happens. Moreover actionable items need to be highlighted more 	 Changed some of the interactions we had in the first version

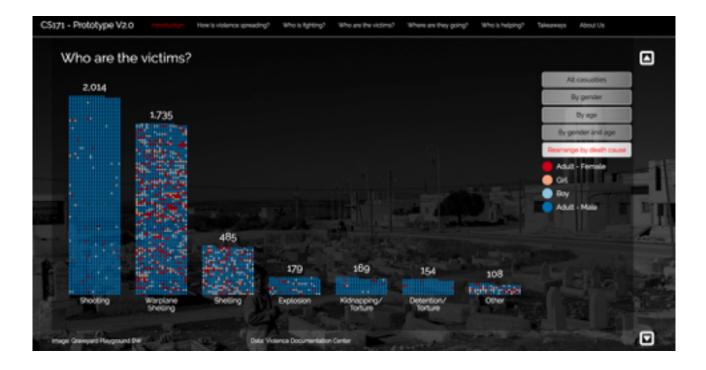
Redesigns (Week 5)

Added "little people" counter and made colors more coherent. Added as well a "play selection" section to just show the highlights and speed up the process

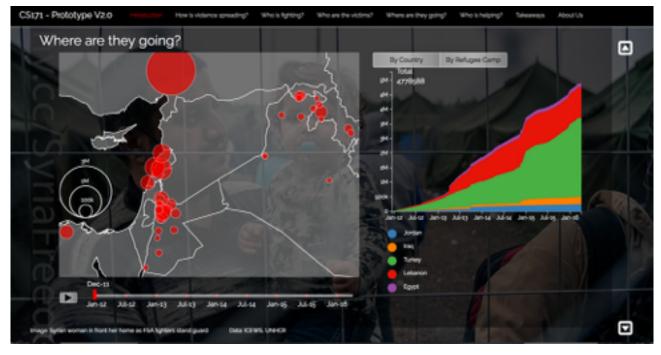


Added a visualization on "who are the victims"

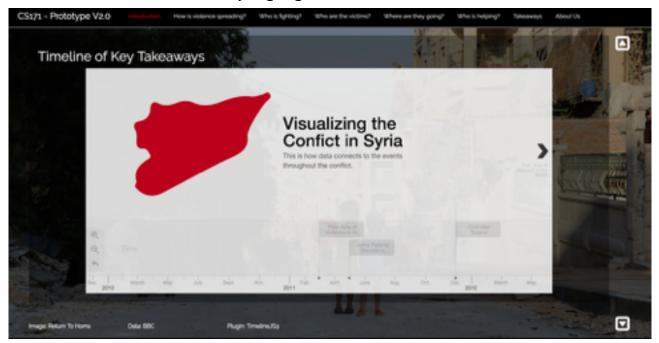




Added a new graph on refugee camps: Where are they going



And added a timeline with key highlights.

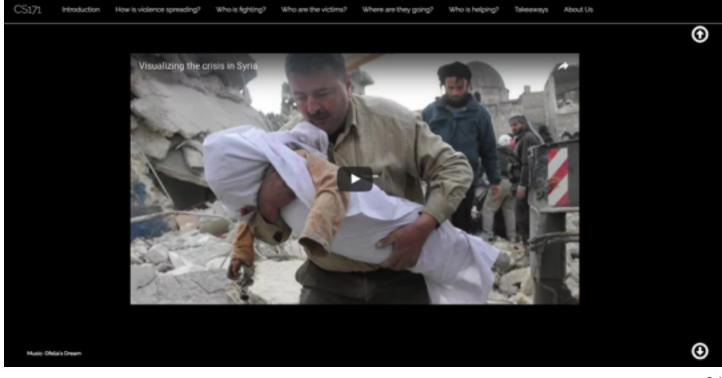


Redesigns (Week 6)

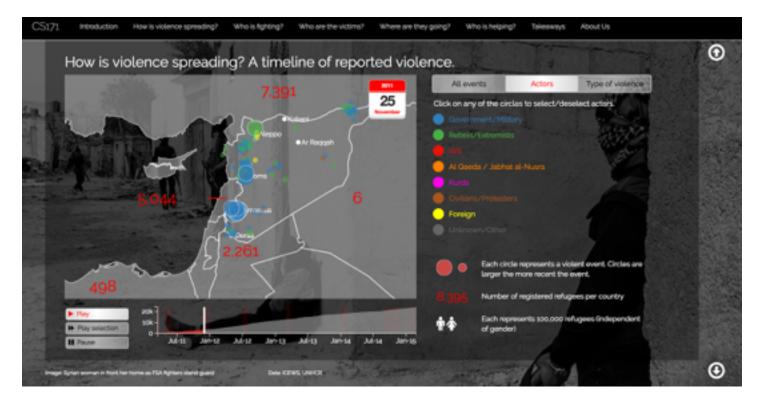
Re-designed title page: in particular reducing text and capture attention



Added screencast + changed appearance of up/down buttons to make it look a bit more modern



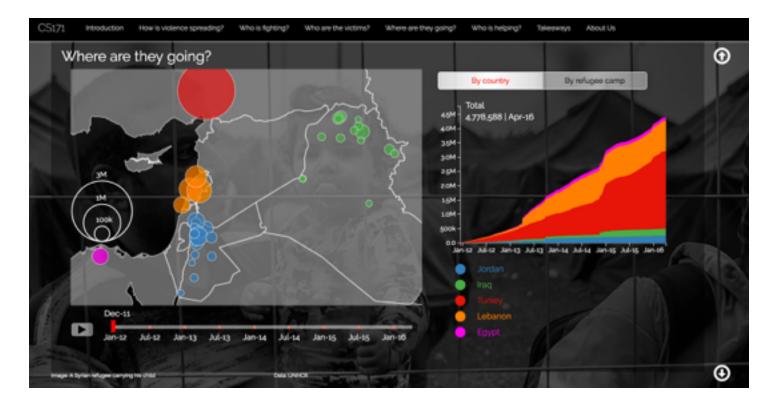
Added calendar to ensure that people realize that this is a "timeline". Changed colors of legend text and made elements interactive.



Added storytelling slides in between visualizations to capture attention



Adjusted legend / legend interactions to harmonize them with previous visualizations



Feature list

(Green means done / blue in progress / black not started)

	Must-have features	Optional features
Introduction	• None	 Video introducing the context of the Syrian Civil War
Spread of violence	 Map of Syria and surrounding countries Violent events popping up as circle over time Time with play / pause buttons and time-slider for specific time horizon Refugee counter in neighboring countries 	 Extrapolation of refugee flows to neighboring
Dynamics of violence	 Actor chord of who is fighting whom Information on click (or mouseover) violence of a given actor against another actor over time 	• Potentially: hover/click feature for timeline that filters and aggregates violence data for e.g., a given year (such that one can observe changes over time)
Casualties	 Include innovative visualizations of casualties in 2016 (with one dot representing a casualty) 	 Cluster dots into groups for male/female, adult/ child, and by cause of death

Refugee crisis	 For neighboring countries where refugee camp data is available, show growth of refugee camps over time (size of bubble at specific location) Additional information graph that shows (upon click) the refugee number timeline for a given refugee camp 	 Add latest information on age and gender structure of camp population ← not enough variation Add refugee camp information (google maps, picture) Set of mini-chloropleths that show how refugee numbers increase over time within neighboring countries and Europe
Refugees: Personal narratives		 Include quotes and portraits of refugees telling their story -> replaced with storylining quotes inbetween
What can you do?	 World map responsive to clicks For selected countries display current refugee information / who is taking proportionately more than others. 	• Button for donations
About US	Team pictures	Team motivation

Web layout structure / Storytelling

Each bullet point represents a different section

- Introduction section: Video/Infographic setting the context of the refugee crisis in Syria
- Spread of violence: Spread of violence across Syria and count of refugees in neighboring countries
- Dynamics of violence: Sankey chart showing perpetrators or victims of violence with additional detail on demand
- Casualty information: Who has died in the Syrian conflict in 2016 (new)
- Refugee crisis: Increase of refugee numbers in various refugee camps around Syria
- Refugee story: Enrich narrative through personal stories and quotes from refugees
- Call to action: Illustrate what various countries are doing;
- Timeline with Key Takeaways (new)
- About us: Introduce our team and why we care.

Discussion on layout

• Want to have a layout: "each page at a time" with black/white pictures in the background

Project schedule

Week 1 Mar 21-27	 Finalize data collection Understand amount of data cleaning required Develop initial design ideas Project plan Deliverables Initial project plan (due Apr 28)
Week 2 Mar 28-Apr 3	 Meet with Prof. Dara Cohen (civil wars) to better understand usefulness of visualization for policy-making (understand must-have features) Add data sources if required Discuss design ideas, narrow down designs Begin data cleaning efforts Look for sample code for basic visualizations Assign overall responsibilities w.r.t. to coding tasks (e.g., D3 main coder, HTML/CSS main coder, screen-cast) Deliverables Final project plan (Due Apr 4)
Week 3 Apr 4 - 10	 Finalize design based on peer feedback Begin coding of designs to avoid any bad surprises! Develop concept for screen-cast Deliverables Project re-design (Due Apr 11) Features Spread of violence basic graph Sankey chart basic graph + click for additional information Refugee camps basic graph Basic webpage outline

Week 4 Apr 11-17	 Coding dungeon Deliverables Project prototype V1 (Due Apr 18) Features Spread of violence: Timeline (play and pause) + chloropleth of neighboring countries Sankey chart brushover
Week 5 Apr 18-24	 Coding dungeon Develop presentation / screencast Deliverables Project Prototype V2 (Due Apr 25) Features Spread of violence: extrapolation of refugee counts Spread of violence: additional brush elements Refugee: additional information Refugee crisis: mini chloropleth Refugee narrative: personal stories and webpage Video + webpage
Week 6 Apr 25-May 1	 In-depth error checking Website finalization Deliverables MPA/ID presentation (Apr 26) Final project (due May 2nd) SEAS desires fairs (the state)

• SEAS design fair (May 4th)

Progress log

Design

Week 1 Mar 21-27	Finalize data collectionUnderstand amount of data cleaning required
Week 2 Mar 28-Apr 3	 Discussion of data sources with civil war expert (Prof. Dara Cohen) resulted in discarding the GDELT dataset in favor of the ICEWS dataset. Moreover, biases in media-related event data will need to be made transparent on the project page Data cleaning: Filter out Syria data with intensity scales of -8.0 or smaller Actor encoding: Manually recode actor classifications into major categories Reaching out to UNHCR expert to get consolidated view on data - however, no consolidated data source available. Thus, we began downloading individual datasets from UNHCR Consolidate individual data sets into one
	narratives of refugees in our storytelling: Maria to reach out to friends in Germany who are working with Syrian refugees
	 Further data sources (e.g., casualty data) to be discussed with researcher at the Belfer Center (Anita Godhes) / scheduled for Tuesday, March 4
Week 3 Apr 4 - Apr 11	 Finalize data aggregation / prepare data for each graph Added new data source on casualties of violence → scrape data from the webpage <u>http://vdc-sy.info</u>

Week 4 Apr 12 - Apr 18	 Manual encoding of refugee locations Data for casualty data has been scraped, cleaned and
, , , , , , , , , , , , , , , , , , ,	filtered
	Data process complete

-- Data process complete

Design/Storytelling

Week 1 Mar 21-27	 Initial sketches submitted with project plan
Week 2 Mar 28-Apr 3	 Updated visualizations based on vis exploration poster session Team discussion on overall storyline and required
	visualizations to underpin storyline, agreed on overall storyline (see above)
Week 3	Violence map
Apr 4 - Apr 11	 Replace chloropleth of neighboring countries with "little people" that build up as refugee numbers are increasing
	 Add select element for actors and types of violence (e.g., display only government violence or killings)
	\circ Add a date counter on top right corner (optional)
	Actor overview
	 Rename Aggressors and victims
	 Replace Sankey with chord diagram
	• Storyline
	\circ End on a more positive note.
	• Webpage
	 Decided to go for a "one page at a time" layout; ideally with black and white pictures in the background.
Week 4	Violence Map
Apr 12 - Apr 18	 Added transparency to make it look better with the black/white photographic backgrounds
	Actor overview
	 Completed interactive, stacked bar chart
	Action map
	 Added storytelling snippets on right hand side
	 Implemented one-page flow for storytelling

Week 5	Violence Map: Speed-up button
Apr 19 - Apr 24	 Implemented "little people" refugee counter
	 Since interval speed already at 1 millisecond, constraint is likely computing speed, not interval speed
	 As an alternative, we included a "show highlight" section in which only a few events are being picked and displayed to the reader
	 Casualty information: Added new chart on casualties
	 Original plan of illustrating all casualties by a dot each or at least the 2015 casualties needed to be abandoned, because moving more than 10,000 dots at a time is taking a lot of computational power
	 Instead, changed view to include only the 2016 casualties
	• Where do they go:
	 Newly added visualizations with refugee camps visualized and growing over time as the number of registered refugee camps within each camp grows
	\circ Still need to change colors to make a more

 Still need to change colors to make a more coherent picture

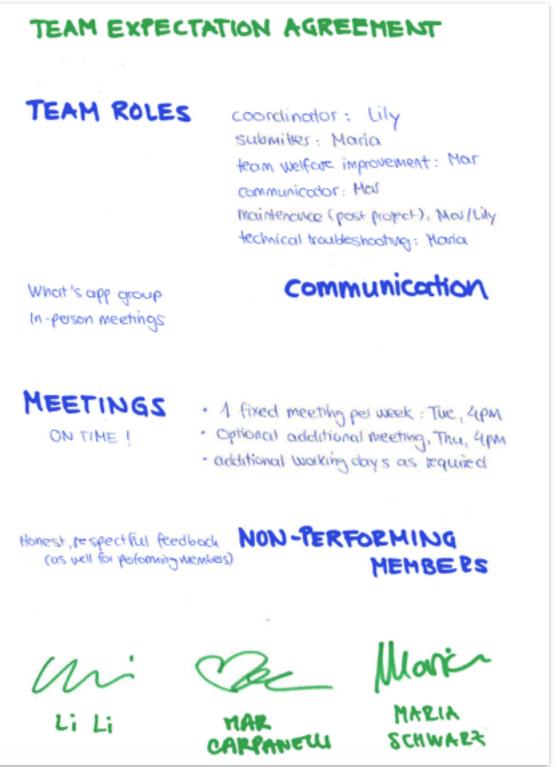
Week 6	Violence Map
Apr 25 - May 2	 Added "Calendar" to show that "Play" refers to time dimension
	 Recolored legend text + added legend text interactivity to homogenize interactivity with other visualizations
	 Redrew country shape of Iraq which - in natural earth based files - had been displayed as two different shapes
	Refugee camps:
	o Added interactions in line with other visualizations
	Web design
	 Made background pictures all black and white to improve contrast
	o Re-designed initial page and reduced text
	Responsive design
	 Screen resizing issues became apparent when displaying our project to the MPA/ID program Implemented responsive elements for Navigation bar and some of the buttons for each visualization
	 Storytelling: added storytelling pages to the website to guide the audience through the page
	 Loading time: implemented some delay in the display of the navigation bar and button to "bridge" loading time
	 Screencast: Produced screencast

Team roles and team consensus

Team roles (description)

Coordinator (Lily)	 Responsible for meeting coordination and overall process mgmt Scheduling of team meetings and external meetings (calendar invites)
Submitter (Maria)	 Ensures timely and complete delivery of deliverables Keeps track of deliverables and coordinates with team to ensure all deliverables are submitted in time Keeps process book updated
Team welfare improvement (Mar)	 Team welfare improvement for late night meetings (organizes food and drinks) Brings cheerful mood to the team room ;)
Communicator (Mar)	 Handles external team communication (e.g., with TA, content experts, MPA/ID program director)
Project stress testing (Lily)	 Test visualizations and homepage for potential sources of errors (or browser compatibility issues)
Technical trouble shooting (Maria)	 Keep oversight over coding efforts; ensures seamless integration of various visualizations into one webpage Trouble shoot technical failures through debugging
Webpage hosting: (Maria)	 Set-up hosting environment for webpage Maintain webpage after project ends for at least one year If team continues with data visualization; add future projects as reference portfolio
Webpage (Maria/Mar)	 Develop core skills for HTML/CSS (main coder for webpage design)
Screencast (Mar/Maria)	 Develop 2 min narrative for webpage, project overview, as well as policy-makers (policy-brief)

Team consensus document



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