EBU6304 Software Engineering

QMPlus Hub Guidelines

To get started, it assumes you have already read the Introduction to QM+ Hub: https://elearning.qmul.ac.uk/guide/qmplushub/. You can find all general guidelines about QM+ Hub from there. The following guideline is specific to the EBU6304 Software Engineering group project.

How to create a group and Group Settings

(Please note that creating the GROUP on QMPlus Hub is the responsibility of the **group leader**)

1. In your QMPlus Hub homepage, select '**GROUPS**' from the top bar and click '**Create group'**.
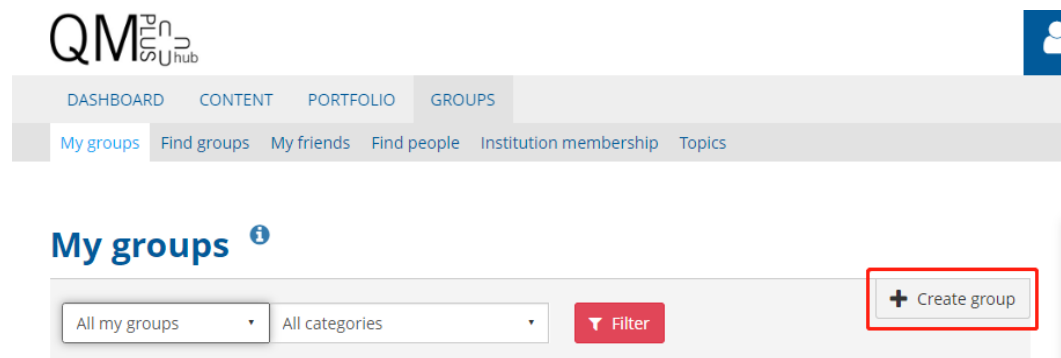
2. Enter your unique **group name** in the next page. Group description is optional. The group name should be in the form 'EBU6304-2020 Software Engineering Group XXX', e.g., EBU6304-2020 Software Engineering Group 1, EBU6304-2020 Software Engineering Group 2, etc.

3. The following pictures show how the group settings should be configured. Do not alter these settings.

Settings ⌃

Membership

Open   ● No

Users can join the group without approval from group administrators.

Request   Yes ●

Users can send membership requests to group administrators.

Friend invitations   Yes ●

Allow members to invite friends to join this group. Regardless of this setting, group administrators can always send invitations to anyone.

Recommendations   ● No

Allow members to send a recommendation for joining this group to their friends from a button on the group homepage.

Content

Create and edit   [All group members ▾]   ℹ

Roles with permission to create and edit group pages, journals and files.

Visibility

Publicly viewable group   ● No   ℹ

Allow anyone online to view this group including the forums.

Participation report   ● No

Group administrators can access a report displaying all group and shared pages and who has commented on them.

General

Group category   Committees & Working groups ▾

Shared page notifications   All group members ▾

Select which group members should receive a notification when a new group page is created and when a group member shares one of their pages with the group. The group member sharing the page will not receive this notification. For very large groups it would be best to limit this to non ordinary members as it can produce a lot of notifications.

Comment notifications   All group members ▾

Select which group members should receive a notification when comments are placed on a group page and artefacts.

4. Click '**Save**' to complete the group creation. Note that only **one** QMPlus Hub Group is needed for each group and it should be created by the group leader.

5. To add group members, go to the '**Members**' tab and select '**send multiple invitations at once**'.

Members | Software Engineering Group Template

Search: sorted by:

     Admin first ▾   Search

You can invite users to join this group through their profile pages or send multiple invitations at once.

6. Use the search bar and **enter full name of the group member** (first-name surname) to select all the group members and move them from '**Potential members**' to '**Users to be invited**'. Then click '**Submit**'. (Once your group has been assigned a TA, you need also to **invite the TA of your group** to join the group.)

Send invitations

Luca Rossi   [Search]

Potential members   **Users to be invited**

Luca Rossi   Junchao Wang

[→]
[←]

[Submit]

Note: If too many names come out after search and you don't know which one is the right person, you can ask the group member to find the group and send a request join in:
https://elearning.qmul.ac.uk/guide/joining-a-group-using-a-forum/

7. The members invited in the previous step will receive an invitation email in the QMUL email address. Alternatively, they will be able to find the invitation on the **'My Group'** page on QMPlus Hub. After accepting the invitation, every member will be able to access the group page.

DASHBOARD   CONTENT   PORTFOLIO   GROUPS

My groups   Find groups   My friends   Find people   Institution membership   Topics

My groups ⓘ

| Groups I'm invited to ▾ | All categories ▾ | [🔻 Filter]   [＋ Create group]

Results

Group Request - Request membership   [✓ Accept] [⊘ Decline]
                                                You have been invited to join this group with
Group administrators: Wenrui Zuo   the role "Member"
Members: 1

1 group

Junchao Wang

↪ Return to QMplus Home

🟧 **1** group invitation

My groups:
Software Engineering BUPT joint programme
(Administrator)

Software Engineering Group Template
(Administrator)

8. If you haven't received the invitation after steps 5-7, open your QMPlus Hub homepage and select '**GROUPS**' from the top bar and select '**Find People**'. Then use the search bar to enter the name of your group leader and enter his/her homepage.

DASHBOARD   CONTENT   PORTFOLIO   GROUPS

My groups   Find groups   My friends   Find people   Institution membership   Topics

Find people ⓘ

Search: *(My institutions)*

Junchao Wang   ▾   Search

Results

👤 **Junchao Wang**   👤+ Send friend request
                         ✉ Send message

🏛 Member of QMplus

Click the group you would like to join.

About me   **Junchao Wang's friends**

First name: Junchao   Request friendship
Last name: Wang

Junchao Wang's portfolios   **Junchao Wang's wall**

                                                 Maximum 1500 characters per post.

                                                 ∨ Paragraph ▾ **B** *I* ☰ ☷ 🔗 ⚮ 🖼 ↶ ↷

Junchao Wang's groups

Software Engineering BUPT joint programme (Admin)

Software Engineering Group Template (Admin)   p   Words: 0

And then click '**Request to join the group'**

Software Engineering G...   About   Members   Pages and collections

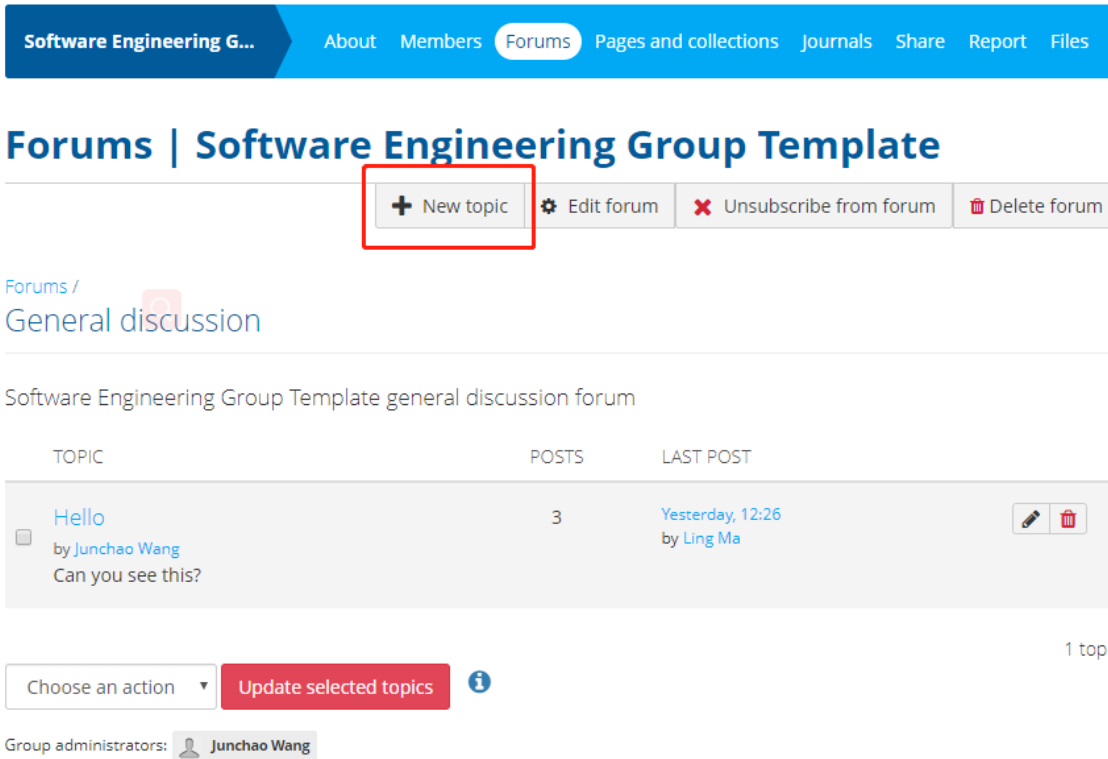# About | Software Engineering Group Template

                                                    💬 Request to join this group

👥 Created: 20 February 2020

After confirmation by the group leader, you will be able to access the group page.

How to use Forums and Pages

1. The **Forum** is used by group members to discuss project. In the **Forum** tab, select '**General discussion**', and click '**New topic**' to create a new topic.
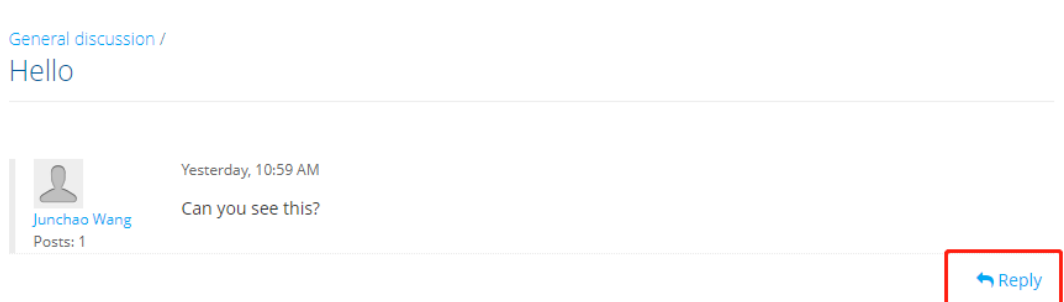
Alternatively, if you want to join an existing discussion simply click '**reply**'.

2. The **'Pages and collections'** section is used to showcase the individual contribution of each group member. Each member is supposed to create a new page by clicking '**Add**' and selecting **'Page'**, then entering **your name QM number** (e.g., 'Junchao Wang 190012345') in **'Page title'** and clicking **'Save'**.

Fields marked by '' are required.*

Basics

Page title * | Junchao Wang 190012345 |

Layout

Save

Initially, you will see a page called *Group homepage*. Please ignore this page. Eventually, after each member has added his/her own page, there should be **6** additional pages, each **tagged with the names** of the corresponding member (assuming there are 6 members in your group).

Pages and collections | Software Engineering Group Template

Search: *(Title, description, tags)*   Sort by:

| Title, description, tags ▾ | | Last modified ▾ | | **Search** |

+ Add   **Copy**

| Peter Parker | Tony Stark | Junchao Wang | Luca Rossi |

🔓   ⋮   🔓   ⋮   🔓   ⋮   🔓   ⋮

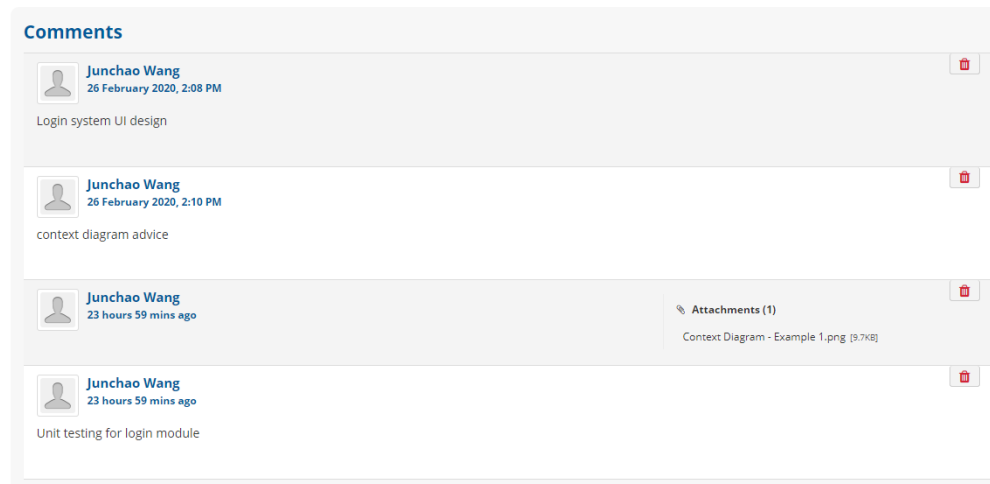| Wenrui Zuo | Ling Ma | Group homepage |

The group homepage contains the content that appears on the "About" tab for this group

🔓   ⋮   🔓   ⋮   🔓   ⋮

In your own page, <u>you are supposed to log your own contribution to the project by adding comments</u>. You should describe your contribution with as much details as possible. We recommend using the attachment function to upload additional files as evidence whenever possible.

Junchao Wang

by Software Engineering Group Template

✏ Edit •••

Comments

> **Junchao Wang**
> 26 February 2020, 2:08 PM
>
> Login system UI design 🗑

> **Junchao Wang**
> 26 February 2020, 2:10 PM
>
> context diagram advice 🗑

> **Junchao Wang**
> 23 hours 59 mins ago 🗑
>
> 🔗 Attachments (1)
> Context Diagram - Example 1.png [9.7KB]

> **Junchao Wang**
> 23 hours 59 mins ago 🗑
>
> Unit testing for login module

To add a comment, scroll down to the bottom and add your text under **'Add comment'**. Click '**Choose file'** to upload an attachment, if needed. Then click **'Comment'** to post your comment.

💬 **Add comment**   4 comments

∨ Paragraph ▾ **B** *I* ☰ ☰ 🔗 ⤬ 🖼 ↩ ↪

p   Words: 0

Make comment public   Yes ●

Attach file
Choose file | No file chosen
+ Add attachment

Comment   Cancel

You are recommended to edit the description of your individual page to add a picture and your role in the team (leader, member, teaching assistant). This can be found by clicking on **'Settings'** and then filling in the **'Page description'**.

How to create a Journal

1. The weekly journal is a key component to judge your group activity, as well as an easy-to-track process for group members to look back at. Start by clicking on the '**Journal**' tab.

About | Software Engineering Group Template

You are a member of this group.
⚌ Created: 20 February 2020

🛡 Request membership

🏷 Group category: Committees & Working groups

📅 Editable: Between 20 February 2020, 1:32 PM and 31 August 2020, 1:32 PM

📊 4 Members 7 Pages 5 Files 9 Folders 1 Forums 1 Topics 3 Posts

👤 Group administrators: 👤 Junchao Wang

→ Leave this group   👤+ Invite friends

2. The first step is to create a journal by clicking the '**Create Journal**' button. This will create the equivalent of a folder, under which all the weekly journals will be created.

Journals | Software Engineering Group Template ℹ

➕ Create journal

Weekly Report 2 entries   →

Add a **title** and **description** for the weekly journal.

New journal | Software Engineering Group Template

Fields marked by '*' are required.

Title *

[   ]

e.g., 'Jill's Nursing Practicum Journal'.

Description

∨ Paragraph ▾ **B** *I* ☷ ☷ 🔗 ☍ 🖼 ↶ ↷

When creating the 1st, 2nd, 3rd, etc., weekly journal, you should tap '**New Entry**', rather than 'Create Journal'. This will effectively create and save all weekly journals under one '**Journal**' page.

When adding a new weekly journal, name the entry as '**Week *(Number) Update**'. The content of each weekly journal should contain the following details and be **formatted as shown below**.

You can modify and delete a weekly journal by **clicking the corresponding rubbish bin icon**. Please be very careful before deleting anything for your QMPlus Hub group. DO NOT delete anything before seeking the approval of the other group members and be aware that the deleted data CANNOT be recovered and will have to be entered again manually.

How to create Files

The '**Files**' section is used to save **each iteration outcome for the whole group**. Recall that every fortnight (2 weeks) is an iteration. You are supposed to upload all the relevant outcomes (stories, backlog, prototype, design diagram, code and comments, testing results, etc.) for each iteration. In addition to this, during the first week your group should hold a '**Story writing workshop**'. The stories produced during the workshop should be uploaded here as well.

1. Click the '**File**' tab.

2. Type the folder name following the format '**Iteration (Number)**', e.g., '**Iteration 1**', '**Iteration 2**', '**Iteration 3**', ... then click '**Create folder**'. As mentioned above, each iteration lasts 2 weeks, so you should submit the relevant files every fortnight.

Note: when entering the files for the 'Story writing workshop', the title of the folder should be '**Story writing workshop**'.

This is an example of how the folder structure should look like after having created 6 iteration folders and the 'Story writing workshop' folder.

If needed, you can modify the info of a folder by clicking on the edit icon (the pencil), changing the '**Name'** field and pressing '**Save changes**'.

| | Iteration 1 | Week 1&2 | | 9.8K | 26/02/2020 | ✏ 🗑 |

Edit folder

Fields marked by '*' are required.

| Name * | Iteration 1 |
| Description | Week 1&2 |

| Tags | Type in a search term 🔍 | ⓘ |

Search for/enter tags for this item. Items tagged with 'profile' are displayed in your sidebar.

Permissions	ROLE	VIEW	EDIT	PUBLISH
	Admin	✓	✓	✓
	Member	☑	☑	☑

| Comments | 🔴 Off |

Save changes   Cancel

3. By clicking on the folder '**Name**' you can upload the corresponding files showcasing the group outcome for that iteration or story writing workshop.

Upload file

☑ **Yes:** The file I am attempting to upload is my own or I have express permission to reproduce and/or distribute this item. My use of this file does not breach any of my local Copyright legislation. This file also adheres to the Terms and Conditions outlined on this site.

File
Choose Files   no files selected
(Maximum upload size 256MB)

┌───┐
│   │
│   Drop files here to upload   │
│   │
└───┘

[   ] 📁 Create folder

Home / Iteration 1

	NAME	DESCRIPTION	SIZE	DATE	
⬆	Parent folder	Parent folder			
✛	Context Diagram - Example 1.png		9.7K	26/02/2020	✏ 🗑
📄	Readme.txt		167b	26/02/2020	✏ 🗑

The files uploaded under this Iteration folder will appear below, under **Home/Folder Name**.

Upload file

☑ Yes: The file I am attempting to upload is my own or I have express permission to reproduce and/or distribute this item. My use of this file does not breach any of my local Copyright legislation. This file also adheres to the Terms and Conditions outlined on this site.

File
[Choose Files] no files selected
(Maximum upload size 256MB)

Drop files here to upload

[📁 Create folder]

Home / Iteration 1

	NAME	DESCRIPTION	SIZE	DATE	
↑	Parent folder	Parent folder			
	Context Diagram - Example 1.png		9.7K	26/02/2020	✏ 🗑
📄	Readme.txt		167b	26/02/2020	✏ 🗑

All files can be modified and deleted whenever needed.

Upload file

☑ Yes: The file I am attempting to upload is my own or I have express permission to reproduce and/or distribute this item. My use of this file does not breach any of my local Copyright legislation. This file also adheres to the Terms and Conditions outlined on this site.

File
[Choose Files] no files selected
(Maximum upload size 256MB)

Drop files here to upload

[📁 Create folder]

Home / Iteration 1

	NAME	DESCRIPTION	SIZE	DATE	
↑	Parent folder	Parent folder			
	Context Diagram - Example 1.png		9.7K	26/02/2020	✏ 🗑
📄	Readme.txt		167b	26/02/2020	✏ 🗑

4. All files can be downloaded by all members of the group.

Home / Iteration 1

	NAME	DESCRIPTION	SIZE	DATE	
↑	Parent folder	Parent folder			
	Context Diagram - Example 1.png		9.7K	26/02/2020	✏ 🗑
📄	Readme.txt		167b	26/02/2020	✏ 🗑
	⬇ Download folder content as a zip file				