# **MILESTONE 3** -- SFT221 SCRUM Report and Reflections

This report should be completed in the class and submitted at the end of class. Late submissions cannot be accepted without prior approval of the instructor.

**GROUP**: 5

**Members Present**:

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| --- | --- |
| 1. Audrey Duzon | 4. Ka Ying Chan |
| 2. Tae Yong Eom | 5.Julia Alekseev |
| 3.Azad Zeynalov | 6. |

## Milestone 3 Tasks

In this milestone you will create issues to design the functions, design all of the functions you need to complete the project and store the specifications in the repository. As soon as the specifications start to be produced, you can start to design the blackbox tests (what they test, how to perform them and test data). Once tests are written, they can be implemented and added to the repository and any team members not otherwise busy can start to implement the functions. You will also build a function-test matrix that shows the blackbox tests for each function. This will be maintained through the testing cycle as new tests are added.

**Deliverables Due at end of Lab:**

* Completed SCRUM report and reflections

**Deliverables Due at 23:59 6 Days after Lab:**

* A set of function specifications stored in the repository,
* A set of blackbox tests as test documents with test data for the functions.
* Start writing blackbox test code and store in repository. (at least 1 required)
* Start implementing functions and store in repository. (optional)
* A function-test matrix added to the repository.
* Updated Jira project to show activities and progress.

**Rubric**

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| --- | --- | --- |
| Individual | Group Participation | 75% |
| Teamwork | 10% |
| SCRUM Report | 15% |
| Group | Function Specs (documented, correct, complete, well-written) | 20% |
| Test documents (well-written, complete, good test data) | 20% |
| Test Code (well-designed, written and documented) | 10% |
| Git Usage (used properly with good structure) | 5% |
| Jira Usage (creates issues, tracks progress) | 10% |
| Meets Deadlines | 10% |
| SCRUM report & reflections | 25% |

**SCRUM Report**

**Summary of Tasks Completed or Delayed in the last week:**

Here you can list all of the tasks completed in the last week along with any tasks which could not be completed with a reason why they could not be completed.

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| **Member** | **Tasks Completed** | **Tasks Delayed/Blocked** |
| **Julia, Tae Yong** | **Function coding** | **No** |
| **Julia** | **Reflection, scrum** | **No** |
| **Nicole/Azad** | **Testing** | **No** |
| **Audrey** | **Scrum, Function Specs** | **No** |
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For every task delayed or blocked, describe the reason for the delay or block, how it impacts the project and the proposed solution or workaround**.**

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| **Delayed or Blocked Task** |  |
| **Reason for delay or block** |  |
| **Impact on Project** |  |
| **Solution or work-around** |  |
|  |  |
| **Delayed or Blocked Task** |  |
| **Reason for delay or block** |  |
| **Impact on Project** |  |
| **Solution or work-around** |  |

**Summary of Meeting:**

A summary of the main points discussed in the meeting and the outcomes of the discussions.

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| Topic | Discussion Summary | Outcome |
| Functionality | **Discussed the functionality of the functions and proper implementation** | **Efficient Group collaboration** |
| Testing | **Discussed possible case testing, how to tackle failed tests and possible improvements** | **Efficient Group collaboration** |
| Dividing Tasks to each members | **Each member volunteers and takes on the task that they are most skilled at as well as offering help when needed** | **Efficient Group collaboration** |
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**Summary of Decisions Made:**

This will include major architecture and design decisions, testing decisions, prioritization of tasks, dealing with problems encountered and other major outcomes from the meeting.

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| Decision | Rationale |
| Function Implementation – Julia & Taeyong | Julia and Taeyong focuses together on completing the implementation of the functions created from MS3. They will add additional functions as needed. These prevents overlap and allows for more efficient completion of Milestone 3. Other member’s input will be provided as requested. |
| Audrey - function specs, overseeing git structure maintenance & final checker of every entry before submission | As the team leader, Audrey focuses on the administration aspects as well as completing tasks not already delegated to other team members. Since Audrey has been focusing on the same priorities as previous milestones, she will be most efficient for this task. She will delegate and ask for clarification from team members as needed. |
| Julia – Reflection & Scrum | Julia has been focusing on the reflection and completing parts of the scrum report from the previous milestones. Therefore, she is most skilled in this topic resulting in a very efficient completion. |
| Nicole & Azad – Black box Testing & Documentation | These members were focused on completing the previous test plan. Their previous experience in black box testing & documentation makes them most efficient in this task. Working in two is preferrable since they can communicate & collaborate amongst one another first without involving the whole team. A good trust has been established between each member of the team as well as between both Azad and Nicole. |
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**Tasks Attempted During Meeting:**

Each member is assumed to participate in the SCRUM meeting and contribute to the completion of the SCRUM report and reflections. Since the SCRUM meeting will not take more than 20-30 minutes, there is lots of time left to undertake some of the actual work tasks. In the table below, each member should list what they did to complete the SCRUM report, the reflections, and 1-4 other tasks they completed during the class period. If a task could not be completed, the student should indicate why this was not possible.

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| --- | --- | --- | --- |
| Member | Task Attempted | Time Spent | Complete? |
| Julia | **Input functions** | **2 h** | **yes** |
| Tea Yong | **Designing Display Input Functions and Implementation: Adjusting Input Function for Improved Functionality** | **2 h** | **yes** |
| Julia | **Reflection, Scrum** | **30min** | **yes** |
| Azad | **Black box testing** | **2 h** | **yes** |
| Nicole | **Black box testing** | **2 h** | **Yes** |
| Audrey | Scrum report and assignment designation through Jira, Function Specs | **2.5 h** | **Yes** |
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**SCRUM Tasks Selected for Next Week**:

The tasks each member has selected to pursue for this class or the next week.

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| Group Member | Task Description |
| Julia | Working on reflection for the group |
| Julia | Programming input function |
| Tae Yong | Designing Display Input Functions and Implementation: Adjusting Input Function for Improved Functionality |
| Azad | Black box testing |
| Nicole | Black box testing |
| Audrey | Scrum report and assignment designation through Jira |
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**Major Outcomes of Meeting:**

This is where you should highlight the major accomplishments of the class.

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| Outcome | Impact on Project |
| Compilation of MS3 | **Successfully achieving the completion of the 3rd milestone of the project.** |
| Designing functional units | **We have successfully designed the functional units of the project, ensuring that each component is well-defined and aligned with the project requirements.** |
| Designing black box testing | **We have completed the design of black box testing, outlining the test cases and scenarios to evaluate the system's functionality from an external perspective, without considering the internal implementation details.** |
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**Things That Went Well in This Meeting:**

Here you can highlight things which worked well. This indicates that the way you worked on these items is working and should be continued.

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| Topic/Work Item | Reason for Success |
| Communication | **Effective communication channels facilitate information exchange, collaboration, and problem-solving among team members, contributing to project success** |
| Proactivity | **Proactive team members anticipate challenges, take initiative, and drive the project forward, leading to increased productivity and timely problem-solving** |
| Team-participation and teamwork | **Strong team participation and collaboration harness the collective expertise, promote accountability, and foster a cohesive environment, ultimately contributing to the successful completion of project goals.** |
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**Things That Did NOT go Well in This Meeting:**

This is where you can list things which did not go well in the class. You should analyze why this happened and suggest how you can improve it next time. This will lead to the goal of *continuous process improvement*.

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| Topic/Work Item | Reason for Problem and How to do Better |
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**Reflections**:

1. In this milestone, we write the blackbox tests but not the whitebox tests. Explain why we can write the blackbox tests but not the whitebox tests.   
     
   Instead of focusing on whitebox tests for this milestone, our emphasis is on writing blackbox tests. Blackbox testing allows us to evaluate the system's functionality from an external perspective, without considering the internal implementation details. This approach is suitable when multiple team members are involved, and they may not have access to the code or detailed knowledge of its implementation. In contrast, whitebox testing involves understanding the internal structure and implementation details, which is typically done by developers with in-depth knowledge of the codebase
2. Explain why we need the function-test matrix and why it is important in a large project.  
     
   A large project needs a function-test matrix because it enables thorough test coverage by associating functions or features with the appropriate test cases. As a result, the team leader can follow and confirm that all necessary functions have been tested. It also establishes traceability between functions and tests. The matrix helps prioritize testing initiatives and makes test planning and resource allocation more effective. As the project progresses, it is a useful tool for test maintenance and regression testing and encourages team member engagement and communication. Overall, the function-test matrix improves the testing process' structure, coordination, and efficiency, contributing to the project's success.
3. Other life cycle models left team members idle while waiting for parts of the project to be completed. Describe how an agile model, like the one we are using, avoids this problem and keeps the whole team busy all the time. Does this make managing the project simpler or more complex and why?

We are establishing an agile methodology that encourages ongoing teamwork, iterative development, and flexibility to prevent team members from becoming inactive. Individuals can actively contribute throughout the project as tasks are finished by encouraging close teamwork and cross-functional communication. By allowing ongoing work on various project components, the iterative approach ensures a constant level of productivity. The constant adjustments and coordination that come with managing an agile project may add to the complexity, but the advantages of improved collaboration, adaptability, and quicker delivery typically outweigh these difficulties, leading to a more motivated and effective team.