# SENG202 – Software Engineering Project Workshop

## 2018

## Project Setup Checklist

Team number: \_\_\_\_\_\_\_\_\_\_\_\_\_

Team members: 1\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 4\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 6\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- | --- | --- |
|  | **Date** | **Initials (all members)** | **Checked by tutor** |
| **Team setup** | | | |
| Had an initial team meeting |  |  | n/a |
| Set expectations for all members of the team |  |  | n/a |
| Defined team roles and responsibilities |  |  | n/a |
| Set up communication policies |  |  | n/a |
| Set up Slack etc. |  |  | n/a |
| Set up document sharing (e.g., Google Drive) |  |  | n/a |
| Set up Trello |  |  | n/a |
| Each team member set up toggl |  |  | n/a |
| Created a yellow card policy |  |  | n/a |
| Scheduled weekly team meetings |  |  | n/a |
| Booked room(s) for weekly meetings |  |  | n/a |
| Created a shared timetable |  |  | n/a |
| Created a coding conventions policy |  |  | n/a |
| **Technical setup – build and source code control** | | |  |
| Set up Maven for all team members |  |  |  |
| Created a GitLab repository |  |  |  |
| Set up Git in IDE (e.g., EGit in Eclipse) for all team members |  |  |  |
| All team members cloned repository from IDE |  |  |  |
| All team members did a test-push from IDE |  |  |  |
| All team members set up JUnit with project |  |  |  |
| All team members added a TestCase |  |  |  |
| **Technical setup – continuous integration** | | |  |
| JDK8 set up on CI |  |  |  |
| JUnit 4 set up on CI |  |  |  |
| Linked CI and repository |  |  |  |
| Done a build (including tests) |  |  |  |