AMOS Project 3 - Planning Documents

Project Data

Project Name	
Production system (if any)	
Test system (if any)	
GitHub repository	amosproj/amos2021ws03-teams-to-nextcloud (github.com)
GitHub kanban board (project)	
Team T-shirt (white)	
Team T-shirt (black)	
Additional materials	
Team meeting (THU 12:30)	https://tu-berlin.zoom.us/j/62699058224?pwd=alFUMG4zdlNWUVAxNTlwMGRSdWJIZz09

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Project Team

Last Name	First Name	GitHub User Name	Email Address
Petrov	Momchil	Smoothex	m.petrov@campus.tu-berlin.de
Moskov	Todor	todormoskov	todor.moskov96@gmail.com
Balink	Robert	rbalink	robert.balink@gmail.com
Bin Sumait	Mohammed	moeneuron	binsumait@campus.tu-berlin.de
Megrelishvili	<del>Izabella</del>	-	-
Metodieva	Zlatina	zlatinametodieva	z.metodieva@campus.tu-berlin.de
Miftari	Ada	adamiftari	adamiftari@live.com
Schneider	Eric	tailoric	eric.schneider@campus.tu-berlin.de

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Team Contract

Goals	Learn the process of agile development
	Have an enjoyable experience working together as a team
	Fullfill the clients wants to the best of our ability
	Build something we can be proud of, something useful, maintainable and beautiful
Meeting norms	Two daily-like meetings in a week (apart from the mandatory one on Thursday)
	Meetings are mandatory
	Being late is not acceptable
Working norms	Decisions will be made collectively
	Give constructive criticism, but also be able to face criticism yourself
	Everyone works independently or in pairs
Coordination norms	Product Owner leads the team meetings
	We allocate assignments together
<b>Communication norms</b>	Every team member checks the WhatsApp Group at least once a day
	Respond to a message within a work-day
Consideration norms	Handle disagreements in direct discussions, involve the whole team if no solution was found.
Cont. improvement norms	Track progress via Kanban board.
	We evaluate the work of others based on the quality of the job done
Rewards	Live team building as a reward
Sanctions	Do a small workout routine (5 push-ups / 10 squats)

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Role Assignments

#	Meeting Day	Comment	Coach	Product Owner	Software Developer	Release Manager	Scrum Master
1	2021-10-21	Both POs and one SD left	Yes	Miftari, Ada	Everyone else	N/A	Coach
2	2021-10-28		Yes				Coach
3	2021-11-04		Yes				Coach
4	2021-11-11		Yes				Coach
5	2021-11-18		Yes				Coach
6	2021-11-25		Yes				Coach
7	2021-12-02	Mid-project release due	Yes				Coach
8	2021-12-09						
9	2021-12-16						
10	2022-01-13		Yes				
11	2022-01-20						
12	2022-01-27						
13	2022-02-03		Yes				
14	2022-02-10	Demo day / final release					
15	2022-02-17	Project retrospective due					

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Product Goal

Product Vision	Project Mission
The reason of existence of the envisioned product (beyond this project).	The mission of this particular project (in the context of the product vision).

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Product Glossary

Term	Definition

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Mid-Project Release Tracking

#	Theme	Goal	Feature Name	Est. Size (Feature)	Est. Size (Sprint)	Real Size (Feature)	Real Size (Sprint)	Burn- Down

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Final Project Release Planning

#	Theme	Goal	Feature Name	Est. Size (Feature)	Est. Size (Sprint)	Real Size (Feature)	Real Size (Sprint)	Burn- Down

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Impediments Backlog

Sprint	Status	Source	Impediment	Resolution

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Definition of Done

#	Feature Definition of Done	Sprint Release Definition of Done	Project Release Definition of Done

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Documentation

Type	Link / reference

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Bill of Materials

\	Context	Name	Version	License	Comment

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Planning Poker

Last Name	First Name	Value			
Petrov	Momchil	5			
Moskov	Todor	2	4.25	NOK	
Balink	Robert	3	4.23	NON	
Bin Sumait	Mohammed	1			
Megrelishvili	Izabella	2	0	No size	
Metodieva	Zlatina	8	1	Trivial size	
Miftari	Ada	5	2	Small size	
Schneider	Eric	8	3	Medium size	
			5	Large size	
			8	Very large size	
			13	Too large (size)	