

<b>Project Name</b>	...
<b>Production system (if any)</b>	...
<b>Test system (if any)</b>	...
<b>GitHub repository</b>	<a href="https://github.com/amosproj/amos2021ws03-teams-to-nextcloud">amosproj/amos2021ws03-teams-to-nextcloud (github.com)</a>
<b>GitHub kanban board (project)</b>	...
<b>Team T-shirt (white)</b>	...
<b>Team T-shirt (black)</b>	<a href="https://www.shirtinator.de/loadBasket/CpCGgQ3VK86">https://www.shirtinator.de/loadBasket/CpCGgQ3VK86</a>
<b>Additional materials</b>	...
<b>Team meeting (THU 12:30)</b>	<a href="https://tu-berlin.zoom.us/j/62699058224?pwd=alFUMG4zdINWUVAxNTlwMGRSdWJlZz09">https://tu-berlin.zoom.us/j/62699058224?pwd=alFUMG4zdINWUVAxNTlwMGRSdWJlZz09</a>

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
Metodieva	Zlatina	zlatinametodieva	z.metodieva@campus.tu-berlin.de
Schneider	Eric	tailoric	eric.schneider@campus.tu-berlin.de
Aziri	Ali	freefreeP	ali.aziritobi@gmail.com

<b>Goals</b>	Learn the process of agile development	<b>Team contract signed by:</b>
	Have an enjoyable experience working together as a team	Momchil Petrov
	Fullfill the clients wants to the best of our ability	Eric Schneider
	Build something we can be proud of, something useful, maintainable and beautiful	Robert Balink
<b>Meeting norms</b>	Two daily-like meetings in a week (apart from the mandatory one on Thursday)	Todor Moskov
	Meetings are mandatory	Zlatina Metodieva
	Being late is not acceptable	Ali Aziri
<b>Working norms</b>	Decisions will be made collectively	
	Give constructive criticism, but also be able to face criticism yourself	
	Everyone works independently or in pairs	
<b>Coordination norms</b>	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	
<b>Consideration norms</b>	Handle disagreements in direct discussions, involve the whole team if no solution was found.	
<b>Cont. improvement norms</b>	Track progress via Kanban board.	
	We evaluate the work of others based on the quality of the job done	
<b>Rewards</b>	Live team building as a reward	
<b>Sanctions</b>	Do a small workout routine (5 push-ups / 10 squats)	

#	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	Petrov, Momchil	Everyone else	N/A	Coach
3	2021-11-04		Yes	Balink, Robert	Everyone else	Moskov, Todor	Coach
4	2021-11-11		Yes	Schneider, Eric	Everyone else	Zlatina Metodieva	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					

Product Vision	Project Mission
<p>The product is a Microsoft Teams tab, which provides a similar web interface to the pre-built Sharepoint functionality. The interface will handle the authentication of the users making sure that the connection between the two services (MS Teams and NextCloud) is secure and stable. Users will be able to upload, download, modify data that is stored in NextCloud from inside of Teams as this is a core functionality of data management software.</p>	<p>Using the Teams to NextCloud plugin will provide the user with an alternative to the already build in Sharepoint plugin for storing and managing data inside of Teams. The application aims to serve as a back-up, so that Microsoft Sharepoint is not a single point of failure. Additionally, it enables the user to use an open-source software solution for data management, which may be especially attractive for German clients, since NextCloud is developed in Germany. Our plugin aims to achieve transparency between a client and a service, so that the user knows how his data is handled - something that's missing in a closed source solution like Microsoft Sharepoint.</p>
<p>The reason of existence of the envisioned product (beyond this project).</p>	<p>The mission of this particular project (in the context of the product vision).</p>

Term	Definition

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

Sprint	Status	Source	Impediment	Resolution
2	Resolved	Petrov, Momchil	3 people dropped out (2 POs and 1 SD)	A new person joined our team
3	Resolved	Schneider, Eric	Industry partner didn't join a scheduled meeting, not excellent communication	We are now in a team chat with the client



[illegible]

#	Feature Definition of Done	Sprint Release Definition of Done	Project Release Definition of Done
1	The functionality of the feature is implemented	Most of the tasks that were assigned at the beginning of the sprint are done	The release plan is filled in correctly
2	The acceptance criteria is met	The sprint release candidate is properly tagged	All of the licences are listed in the bill of materials
3	There are no bugs	All of the work - regular and irregular from the homework is done	The documentation is up-to-date
4	The implementation has been communicated with the team	The documentation is up-to-date	There are no crucial tickets left undone
5			(Technical) design of the project is finalized
6			The code is properly tagged depending on the release - mid-project or final
7			There are no bugs

Type	Link / reference

[illegible]

[illegible]