Tools:

* Pretty much identical to A2
* Github will be used again
* MS Teams for meetings
* MS Teams Files and Github for file sharing
* Discord is occasionally used

Tools and Technologies:

* Figma or Proto.io

Skills and Jobs:

* UX Designer
* Like to have experience working in this job
* Some kind of port folio
* Experience working with small businesses
* Explain designs to stakeholders
* Convert requirements to simple designs

Tools (Copy of OLD):

Our group has set up a MS Teams team, which we use to communicate outside of tutorials and to hold our weekly meetings, this is as per the specifications of this assignment. The weekly meetings focus on keeping all members up-to-date on what the others are doing, if they need help or if they’re going fine. The first meeting, was used to set up and assign work, while the last few meetings will be about finalising the assignment and writing up the group reflection. As one of the two of our weekly meetings is in the face-to-face class, only one recording is made each week, which is on every Wednesday at 8:30pm.

The team has also decided to use two different locations to share files, in terms of report content documents, which were MS Teams Files and GitHub. Although the team initially thought of using Google Drive to store files, we ended up not using it as MS Teams Files had provided the same functionality as Google Drive, or at least the same functionality that we needed. The reason for using multiple locations was simply for backup and to give each member different ways of sharing files. GitHub was mainly used to share code, although the templates were made by Victor, as we were using his assignment 1 template, the rest of the team would need access to the templates to create their own pages.

In terms of git commits and lines committed, this wouldn’t truly reflect the workload distributed. In terms of number of commits, it is possible that they would reflect workload, as each member should have uploaded their documents for their assigned sections. However, in terms of the website code, as we are using a template from someone’s assignment 1 with some changes, the code lines committed will be heavily skewed towards the person who uploaded the code. In this case Victor would have the most lines committed, as we were using his template for the website. The group had decided this, with permission of Victor, as this would make creating the website faster and easier. It was also agreed upon, as each member was working on the content side and would only need to copy their content onto the html pages.

Tools (New):

Our group has decided to continue to use MS Teams as our main form of communication outside of our face-to-face meetings, as per the specifications. We will be using the MS Teams channel to hold weekly scheduled meetings, some unofficial meetings, as well as generally communicating through the chat feature for short messages. The weekly scheduled meetings focus on each member reporting on what they have been working on and any issues they’ve had. They should also explain what they plan to do, so that the group has a general idea of how much work is left and if people need to review their work. The group also has a Discord channel set up, which is not used for meetings, but just as a secondary form of communication. This is mainly used to inform the group if someone cannot make it to class.

The group has also decided to use both GitHub and MS Teams to share files, with MS Teams being the main share point for general documents and GitHub being the share point for the website code. Each member will need to frequently upload their work, finished or not, to the MS Teams channel as a form of proof that they are indeed meeting deadlines and are working on what has been assigned. This was decided as in the previous assignment, the group had some trouble meeting certain deadlines.

The git commits and lines committed should truly reflect the workload distributed. The reason for it not reflecting the workload properly in the previous assignment, was that we had assignment one member to upload the website base. However, as this assignment is working off of a fork, the new commit history should represent the workload properly.