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.

Below are the related links for the teams GitHub repository, GitHub Pages website, Teams Join Link, and the Teams Link.

GitHub:

<https://github.com/s3783719/COSC1078-A2-TheITWorld.git>

Team Link:

<https://teams.microsoft.com/l/team/19%3a8bf56d2a6b8643b9a694bc267bf98621%40thread.tacv2/conversations?groupId=fc040177-359c-4e6e-a95f-ac7b7cb6ad41&tenantId=d1323671-cdbe-4417-b4d4-bdb24b51316b>

Team Join Link:

<https://teams.microsoft.com/l/team/19%3a8bf56d2a6b8643b9a694bc267bf98621%40thread.tacv2/conversations?groupId=fc040177-359c-4e6e-a95f-ac7b7cb6ad41&tenantId=d1323671-cdbe-4417-b4d4-bdb24b51316b>