

1.0 Sprint 4 IAR

Q1. Student Name: Sara Adi

Q2. Student ID: 1129361

Q3. Associated Team Deliverable: Sprint 4

Q4. Team #: 5

Q5. What were the main technical or methodological knowledge, skills and/or abilities (KSAs) that were required to complete this team deliverable? What prior courses or experiences (e.g. co-op, group project, etc.) from your Software Engineering degree did you draw on for these KSAs? (bulletedlist is preferred):

- Experience with backlog creation, user story development, and prioritization techniques, which I first encountered in CIS*3760 and later refined through co-op experience.
- Implementing front end user interactions, with backend through HTML, CSS, and JS. This was introduced to me in CIS*2750, and refined throughout the latter part of my degree.
- Professional documentation skills, which have been improving throughout coursework and projects, especially my full time job as a IT project manager.

Q6. What was your existing level of experience with these topics/skills before your team began working on this deliverable? (1-2 sentences):

- Before starting this deliverable, my understanding of OO principles have been improved significantly, as I have completed three deliverables prior. At this point, all mentioned topics and skills are refined at a high level, this deliverable just aimed to reinforce them further.

Q7. Comment on your individual KSAs learning during this deliverable, and what additional learning may be needed to understand or be more competent with these topics / tasks in the future?

- A key highlight was improving my full stack implementation skills. Specifically, I expanded the Board View functionality to include views for category and priority, adding a new level of depth and usability to the project. This task allowed me to apply and solidify the concepts I had been building over the previous sprints.
- I also enhanced my overall presentation skills by delivering the final demo. This experience helped me build confidence in clearly communicating technical progress, features, and outcomes to an audience.

Overall, I believe that the bulk of my learning and skill development occurred over the past three sprints. This fourth and final sprint served as an opportunity to consolidate and implement all the knowledge I had gained, putting it into practice effectively. At this stage, I feel confident in the areas I worked on during this deliverable. While minimal additional learning may be necessary for these specific topics.

Q8. What specific contributions did you make to this team deliverable? This should include technical or project management contributions.

- **Project Management Contributions**
 - Defined project issues, created PBIs, and established their definitions of done.
 - Assigned issue weights and distributed tasks among team members.
 - Monitored and reviewed merge requests throughout the sprint.
 - Completed test documentation and provided a standardized format for the team to follow.
 - Documented project processes within the team wiki.
- **Technical Contributions:**
 - Designed the view of the kanban task view board for both light and dark mode (draw.io) for the views of priority and category.
 - Implemented the light and dark mode of the kanban board for the above two views,, with multiple access points on the site
 - Bug fixes throughout
 - Technical discussions on how to approach issues.
- **Sprint 4 Demo Contributions:**
 - Created the Sprint 4 demo slides.

- Presented the Sprint 4 demo.

Q9. With whom did you collaborate for any of the above contributions (be specific – saying “all team members” is not sufficient. State which parts you worked on with whom)?

- **Collaborated with Ben, Jeremy, Emily, and Jennifer on:**
 - Defining project issues and creating PBIs.
 - Establishing the definitions of done for each issue.
 - Assigning issue weights to balance workload distribution.
 - Group post mortem documentation.
- **Worked independently on:**
 - Designed the view of the kanban task view board for both light and dark mode (draw.io) for the two additional views
 - Implemented the light and dark mode of the kanban boards additional views, with multiple access points on the site
 - Monitoring and reviewing merge requests throughout the sprint.
 - Completing test documentation and standardizing the format for the team.
 - Documenting project processes in the team wiki.
 - Creating the Sprint 4 demo slides.
 - Presenting the Sprint 4 demo to the TAs.

Q10. Comment on how well you managed your time over the time period allocated in the Course timetable to this team deliverable (i.e. the time between the prior team deliverable to this team deliverable).

- I believe I managed my time efficiently, given the workload I handled. I prioritize my tasks effectively and made sure all my assigned contributions, including the demo slides, were completed ahead of the deadline. I started working on my tickets early and finished them on time.

2.0 Individual Post Mortem

2.1 Overall Contributions to the Team Project

- Reflecting on my contributions to the project, I believe my most notable work lies in the development of the calendar feature and the three distinct views for the Kanban task board: date, category, and priority. Completing these implementations independently was particularly rewarding, as they were stretch goals that presented a significant challenge. Their importance is underscored by the fact that these features represent the largest additions in terms of functionality to the final application. Tackling these stretch goals and delivering them successfully was both challenging and fulfilling.
- On the other hand, I recognize that my contributions to front-end development and styling could have been improved. Design has never been my strong suit, and while I ultimately implemented a visually pleasing design for the application, it required significant intervention from my teammates—especially Jeremy—to refine and clean up my code. This experience has highlighted an area for personal growth and improvement in future projects.

2.2 Technical Skills

Throughout the CIS 4250 project, I experienced significant growth in my technical skill set, which ultimately benefited the team project. Here's a breakdown of the skills I strengthened and how they evolved over the course of the term:

- **JavaScript and Object-Oriented Programming (OOP) Principles** At the start of the project, my experience with JavaScript and OOP principles was quite limited—largely confined to coursework. I would have rated myself a 4/10 in these areas. However, my involvement in refactoring the project codebase to adhere to OOP principles provided invaluable hands-on learning. Additionally, I successfully completed two large user stories (Calendar and Task), building on this framework. Through these experiences, I gained confidence and proficiency, and now rate myself an 8/10 in these skills. To assess my development, I evaluated my ability to independently implement OOP principles in code reviews, the efficiency of my refactored code, and my fluency in debugging object-oriented issues—a key indicator of my deeper understanding.
- **Functional Testing** Functional testing was a critical component of our project, particularly in the integration of the Board View across all three board options. Initially, I had some familiarity with functional testing, which I would have rated at a 6/10. However, working on these integrations allowed me to extensively practice and enhance my functional testing techniques. By the end of the project, I felt confident rating myself a 9/10 in this area. I assessed my growth by comparing my ability to identify, document, and resolve bugs during the integration phase against team benchmarks. Additionally, peer feedback and the consistent reliability of the tested features further validated my improved functional testing expertise.

2.3 Resource and Project Management

During the course of this project, I took on multiple responsibilities that significantly contributed to our team's success, particularly in the areas of communication, time management, and leadership. Below is an overview of my contributions:

- **Team Written Deliverables:** For our retrospectives, I contributed to the retro board prior to each meeting by sharing insights and feedback. During the meetings, I initiated and participated in engaging discussions with the team, ensuring everyone had a voice. I also created all the sprint retrospective documents and was responsible for submitting them to CourseLink. For the wiki, I created the initial subset of test case documentation, which not only laid the foundation but also provided a reusable template for the team.
- **Team Presentations/Project Demos:** I presented each sprint demo, including the final one, independently. To support these presentations, I created and populated the sprint demo slides for every demo session. This responsibility required both strong preparation and the ability to clearly and effectively communicate our progress to stakeholders.
- **Project Planning and Coordination:** As the Product Owner for all sprints, I played a key role in project planning and coordination. This included prioritizing backlog items, ensuring the team was aligned with our objectives, and facilitating effective sprint planning sessions. My role contributed to the team's ability to work cohesively and remain focused on delivering value with each sprint.
- **Team Leadership and Support:** I naturally assumed a leadership role within the team. I led many meetings and organized ad-hoc calls as needed to address immediate challenges. I ensured that every team member had tasks assigned, received the support they needed, and felt included in the decision-making process. By completing my own tasks on time and to a high standard, I aimed to lead by example. Additionally, I supported my team by managing all demos and taking responsibility for their execution.