

**Q1. Student Name:** Sara Adi

**Q2. Student ID:** 1129361

**Q3. Associated Team Deliverable:** Sprint 2

**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? (bulleted list 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, I had a strong foundation in object-oriented design, backlog creation, and front-end development, which I refined through coursework, co-op placements, and my current role as an IT project manager. However, I have had limited experience with designing / re designing a site and then following through that design by implementing it. That process was a slight learning curve.

**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?**

- During this deliverable, I significantly expanded my KSAs, particularly in UI/UX design and front-end implementation. Taking full responsibility for the website redesign allowed

me to refine my skills in structuring intuitive user interfaces and enhancing user experience. Implementing a dark and light mode throughout the site was a new challenge that required learning about best practices in theme switching and ensuring accessibility. Additionally, integrating a calendar functionality for task management was entirely new for me, requiring research and problem-solving to seamlessly incorporate it into the existing system. Furthermore, I worked on bug ticket throughout (e.g., Icon reset on sort filters)

- For future improvement, I would benefit from further learning in advanced UI/UX design principles, such as user testing methodologies and accessibility best practices. Additionally, gaining a deeper understanding of state management techniques in front-end frameworks (e.g., React, Vue) could improve efficiency in implementing dynamic UI components.

**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:**

Led the **complete redesign** of the website, improving UI/UX across all pages.

- Implemented the redesigned website.
- Enabled **light and dark mode** throughout the site.
- Developed and integrated a **calendar functionality** for task management.
- Worked on bug tickets including **icon reset on sort filters**

- **Sprint 2 Demo Contributions:**

- Created the Sprint 2 demo slides.

- Presented the Sprint 2 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.

- **Worked independently on:**

- The complete redesign of the website (UI/UX and implementation).
- Implementing light and dark mode functionality.
- Developing and integrating the calendar functionality for task management.
- Bug tickets regarding **icon reset on sort filters and being able to sort by date.**
- 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 2 demo slides.
- Presenting the Sprint 2 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 effectively, given the workload I completed. I balanced my tasks well and ensured that all my assigned contributions, including the demo slides, were completed before the deadline. I worked on my tickets early and completed them before coming back from reading week as the issues I picked up needed to be completed before the rest of my group started their assigned issues.