Q1. Student Name: Sara Adi

Q2. Student ID: 1129361

Q3. Associated Team Deliverable: Sprint 3

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, I had a solid understanding of object-oriented design, backlog creation, and front-end development, which I honed through coursework, co-op placements, and my current role as an IT project manager. However, I had limited experience in designing or redesigning a site and then implementing that design, which presented a bit of a 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. I focused on the challenge of designing a Kanban-style

board for task management, ensuring it was visually appealing and functional in both light and dark modes. This required me to think through layout, color schemes, and interactive elements to optimize usability. The hands-on experience in implementing dynamic elements helped me deepen my understanding of front-end technologies and design principles. In particular, I learned how to balance aesthetic appeal with functionality and accessibility.

- For future improvement, I would benefit from further learning in advanced UI/UX design principles, such as user testing methodologies and accessibility best practices. This would allow me to ensure my designs are not only visually pleasing but also highly usable for a diverse range of users. Additionally, I believe I could improve my skills in performance optimization for front-end development.

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)
    - Implemented the light and dark mode of the kanban board with multiple access points on the site
    - Bug fixes throughout
    - Technical discussions on how to approach issues such as drag and drop and persistent filters
- **Sprint 3 Demo Contributions:**

- ○ Created the Sprint 3 demo slides.
- ○ Presented the Sprint 3 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:**
  - ○ Designed the view of the kanban task view board for both light and dark mode (draw.io)
  - ○ Implemented the light and dark mode of the kanban board 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 3 demo slides.
  - ○ Presenting the Sprint 3 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 prioritized 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 before returning from reading week, as the issues I took on needed to be completed before the rest of my group could begin their tasks.