

CIS 4250 – Software Design V
Instructor: Prof. S. Scott
Individual Project Post-Mortem

Individual Accountability Report (IAR)

Q1. Student Name: Jennifer Lithgow

Q2. Student ID: 1134108

Q3. Associated Team Deliverable: Sprint 4 (Final Project)

Q4. Team #: 5 (section 2)

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):

- Mostly CSS, some HTML and JS
 - Visual accessibility
- Documentation
- Team coordination and pair programming

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

Fairly high, since I have been doing similar tasks for all previous sprints.

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?

Minimal. I believe I did more pair programming this sprint than previous ones. In the future, coordinating more pair programming like this would be good practice.

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

- Finding (themes) styling issues in the application and documenting them in the wiki
- Fixing styling issues in the application (mobile) and documenting changes in the wiki
- Update README
- Create Sprint 4 wiki page

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)?

- Jeremy helped find issues with the application's themes and updated the Calendar view.
- Ben, Jeremy, and I all worked on the mobile styling (making changes and recording them).

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).

Fairly decently. Kept up to date with team members as much as possible to maintain progress over the course of the sprint.

Post-Mortem

Q1. Overall contributions to the Team Project. Comment on what you believe to be your main contributions to the development of the project examples.

- Documentation, keeping the wiki up-to-date. This was through:
 - Creating sprint pages: Recording sprint planning and initial tickets & estimations. At the end of each sprint, I added actual weights for all tickets, including tickets added during the sprint. I made sure the sprint retro was also added to the wiki, whether as something I or another team member did for a given sprint.
 - Reminding others to document demo/testing: This was just to make sure that documentation stayed up to date in as centralised of a way as possible for all tickets. Some pages on the wiki are made for multiple tickets, as all tickets were related to the same overall feature.
- Styling
 - Mobile design: I worked on the Board Views to ensure they maintained their design in the desktop layout while improving its appearance in a mobile/smaller view.
 - Themes: Ben provided a majority of the initial design. Later on, I helped refactor the CSS to be simpler across themes (use of variables) and improved the palette choices to be more pleasing and better for the user experience.
- Backlog refinement and maintenance. I was the primary team member to create tickets for the backlog and add user stories, detailed information, and child backlog items to each ticket. I would present the tickets to team members when I considered them "ready" for weight estimation so that they could be ready to be added to a sprint as soon as new work was needed.

I could have done better at backlog grooming with the team, as we only had unplanned meetings for it. An improvement I could have made would have been scheduling actual times to perform backlog refinement with the team.

Q2. Technical Skills. Comment on your personal technical skill development throughout CIS4250 that was beneficial to the team project.

- CSS – learned how to use variables to improve implementation of multiple themes (light/dark/high contrast). I initially had a decent grasp of CSS, but understanding the use of variables for colours improved my skill.
- Ticket creation – figured out general template that could be used for all tickets to outline user story and backlog items/children to give best amount of detail possible. I wasn't sure what was

necessary in a ticket, but as I progressed through the project, I got better at refining tickets and including any necessary details to accurately estimate and complete the work.

- JavaScript – learned how multiple files and classes interacted in JavaScript through reviewing team members' work working with the code for my tickets. While I understood the basics of JavaScript, my skills improved because I learned how to use classes and methods between files and implemented some of them myself.

Q3. Resource and Project Management. Comment on your contributions as a member of the design team, in terms of your communication skills, time management skills, and leadership skills.

- Written deliverables
 - Attention to detail (leadership/communication) – ensuring all information necessary is included in our wiki (sprint planning and retro, test/demo documentation) for each sprint.
- Project planning & Coordination
 - Backlog refinement (communication/general management) – as outlined in Q1 of this section, I was the primary creator/editor of our tickets in this project. I asked team members to refine tickets they created if I didn't believe I had a strong enough understanding of it, and would bring "ready" tickets to the team to estimate their weights.
 - Sprint meetings (leadership/time management) – I conducted daily standups (whether synchronous or asynchronous). Sometimes I would get sidetracked, but as the sprints progressed, I did my best to complete standups before transitioning into backlog refinement or more in-depth work on a ticket if necessary.