

SWE20001: Managing Software Projects

Pass Task 10P

Team Apple

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Tutorial: TUESDAY 12:30PM

Tutor: Naveed Ali

Introduction

In an aim to complete the task mentioned in this document (10P), the team initially got together in organizing team meetings. For that, the method of organizing specific time slots for the meetings, the team used software to help pick specific days and time periods on when each member would be available. This progress can be looked upon through the site When2meet in our [time allocation table](#).

For this task's completion the following resources are necessary:

- Trello as our main project board
- Github to store our necessary files and software source codes
- Meeting minutes worklog
- Burndown chart acquired by Trello

The objective of this task is for the team to work through a period of 5 days to reach the sprint (sprint 1) mid-point of the project. The progress of each day is to be recorded with the team's contribution and completion of tasks. Our period initiates on the 05th of April 2022 till the 12th of April 2022. The team planned on organizing meetings for the days which initiated for an hour in total, starting from 8Pm and team members were to individually contribute to the task outside that period whenever possible to achieve the individual contribution hours for each member.

Note: All commits done to GitHub has been automated through visual studio. It was configured on the very last stage of the sprint and thus for the rest of the days the github was kept empty. Thus we have not provided any screenshots for the github here in this document.

Note: Unfortunately we had not taken screenshots of burndown charts during these times and it was not possible for us to backtrack it in Trello. Thus we are giving the burndown chart complete screenshot in each of them.

Day 1 (05/04/2022):

On this way, we had allocated the tasks to the group members. This is backed up by the following changes made in:

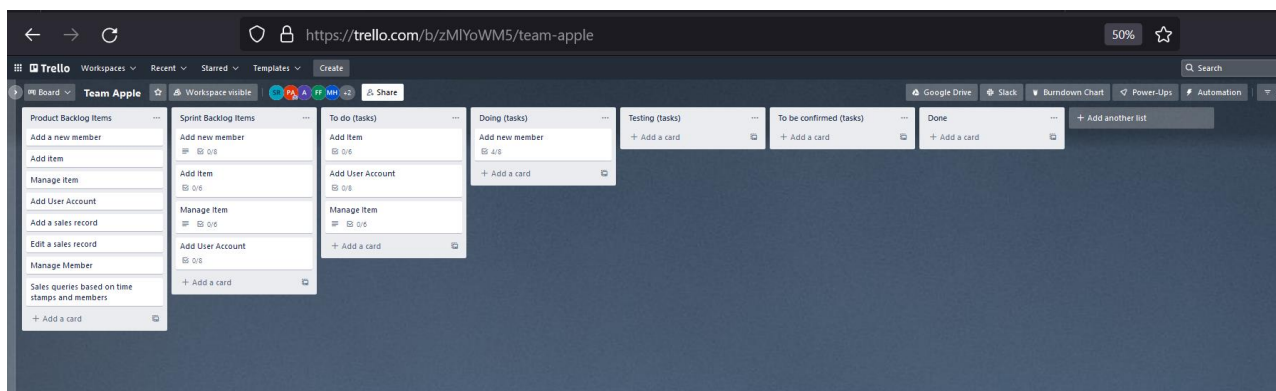
- Trello
- Github
- Meeting Minutes
- Burndown Chart

On day 01, the first team meeting was scheduled, where we discussed specific tasks which need to be completed and allocated each task to each group member. Such tasks included working on relevant code for the client's software, any relating documentation, and updating the project board on Trello.

The software was divided into sections, each to be worked on among the team members with the supervision of the team leader. The project board and base for the software were already set to a work-in-progress stage during week 07 of this teaching period.

During this day relevant work relating to the creation of the database and making necessary connections were established by the team leader in the development team.

This task from the backlog was the 'Add new member' function which had relevant tasks completed on this day. For this day, 4 out of the 8 tasks were moved from to-do to doing. The rest of the tasks were planned to be moved forward to day two when the rest of the development team would start working on their assigned tasks.



[← Calls](#)

Group Info

[Edit](#)



Project management

Group · 6 participants



message



audio



video

[Add Group Description](#)

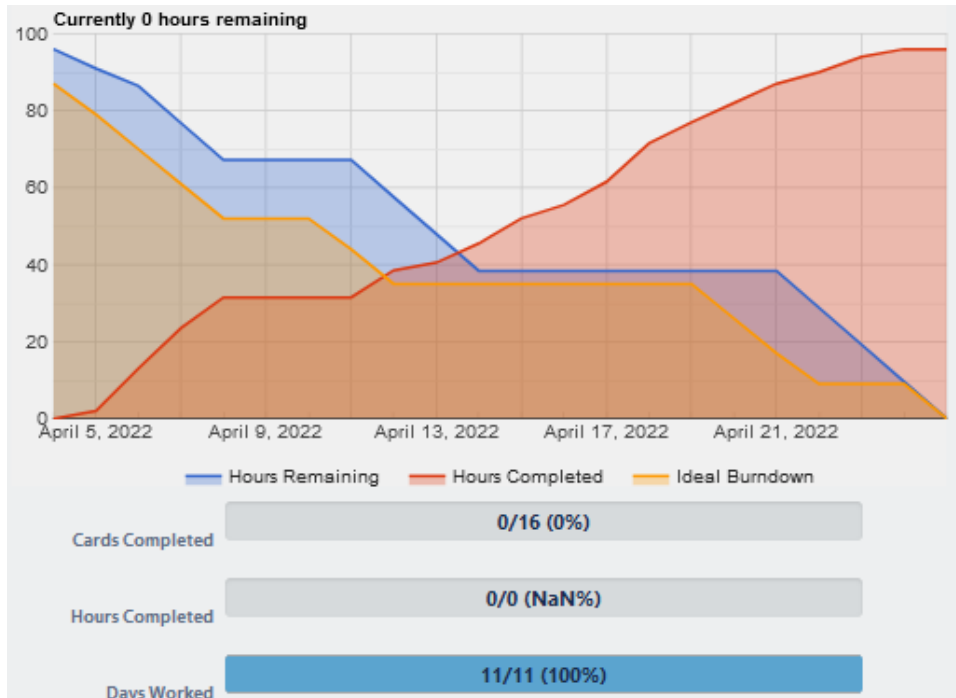
05 Apr 2022

20:02



Incoming Group Voice Call from
+94 76 755 7627

1 hour, 31 minutes (26.7 MB)



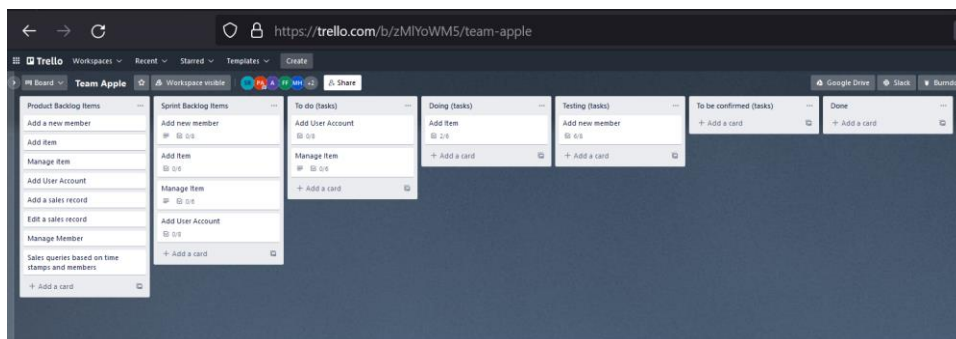
Day 02 (06/04/2022)


During this day members allocated to work on the software and its functions of adding members into the database made progress in the code. With the guidance of the team leader the source code for this specific section was completed and moved for testing.

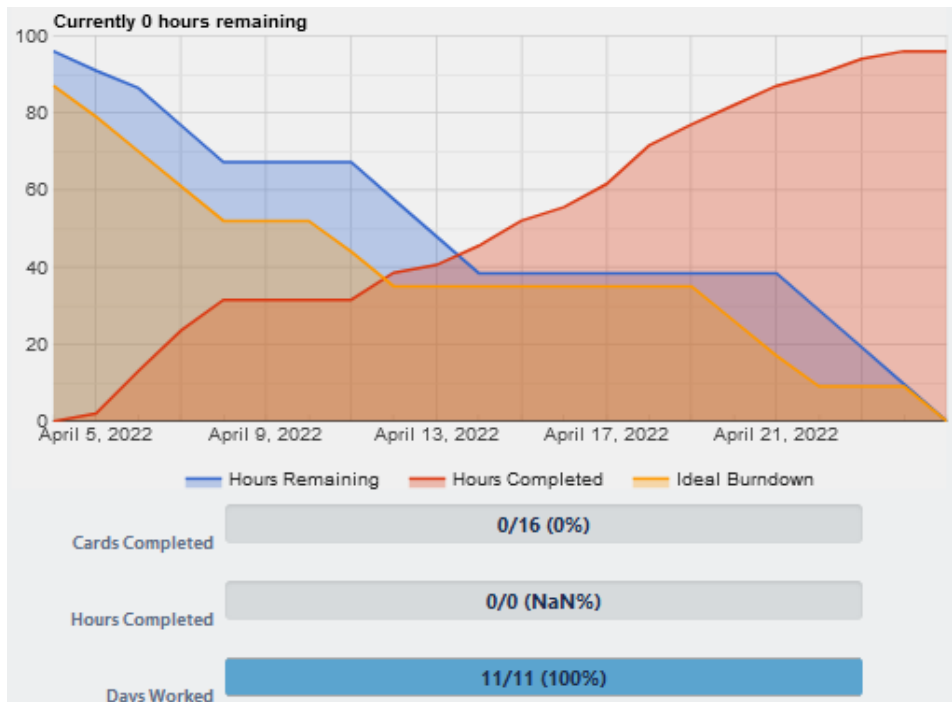
The development team also initiated its tasks in working on 'Add item' from the product backlog and worked on 2 out of the 6 items from the backlog item mentioned.

Team members working on the Burndown chart came across a few errors which had to be discussed during the first meeting as well.

Two of the team members were in a group call working on the meeting minutes for the group while collaborating with the other group who worked on the software.



 **S M Ragib Rezwan** started a call that lasted an hour.



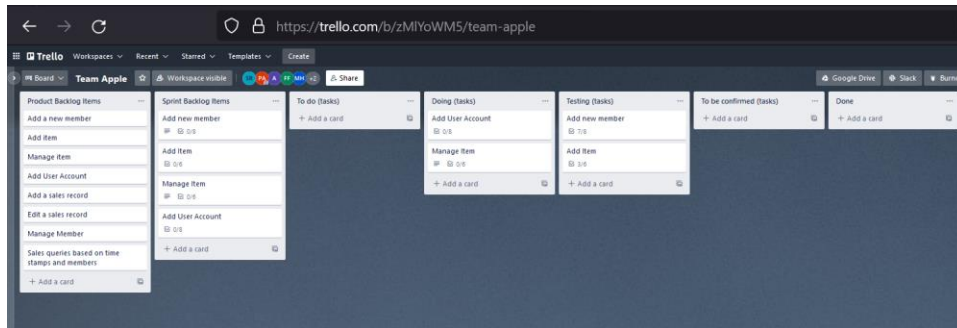
Day 03 (07/04/2022)

Team members were individually given responsibility for other sections of the software to be worked on. This includes functions relating to user accounts, and the managing functions. Each code was supervised by the team leader and was updated on the project board.

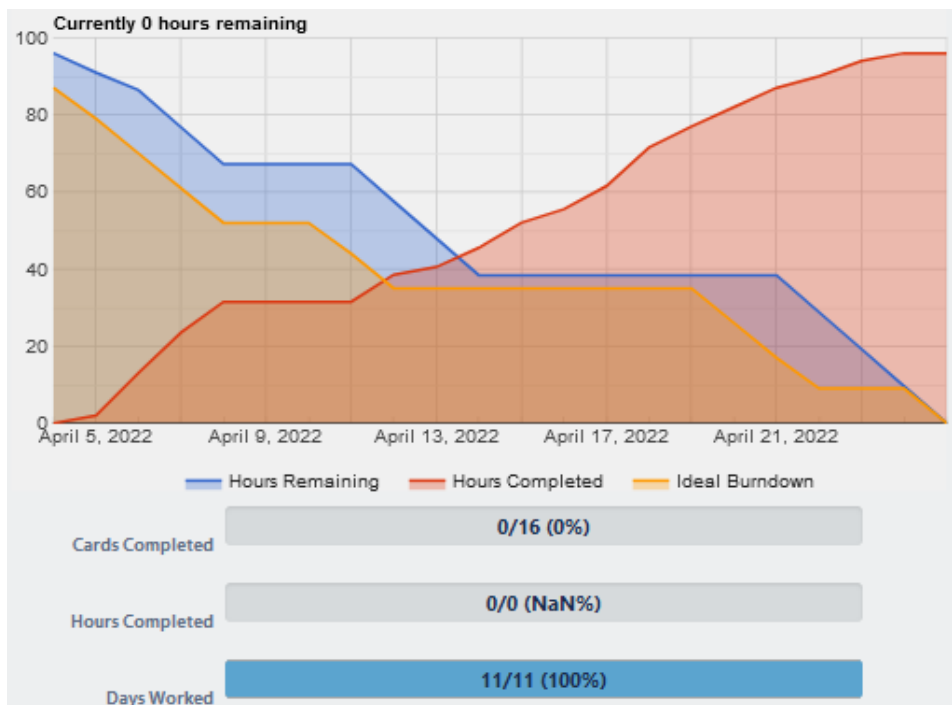
Some tasks needed to be further looked upon as a few of the tasks from the previous date were yet to be completed. Such tasks were kept as 'doing' tasks until further notice.

After a few comments from the tutor, a few members were allocated to fix the team's previous submissions such as 07P and 08P as some features of the tasks would help in making this task (10P) easier.

At the end of this day, the team managed to complete the following task moving items from 'doing' to testing and leaving other work-in-progress items to the following day. This can be shown in the following screenshot.

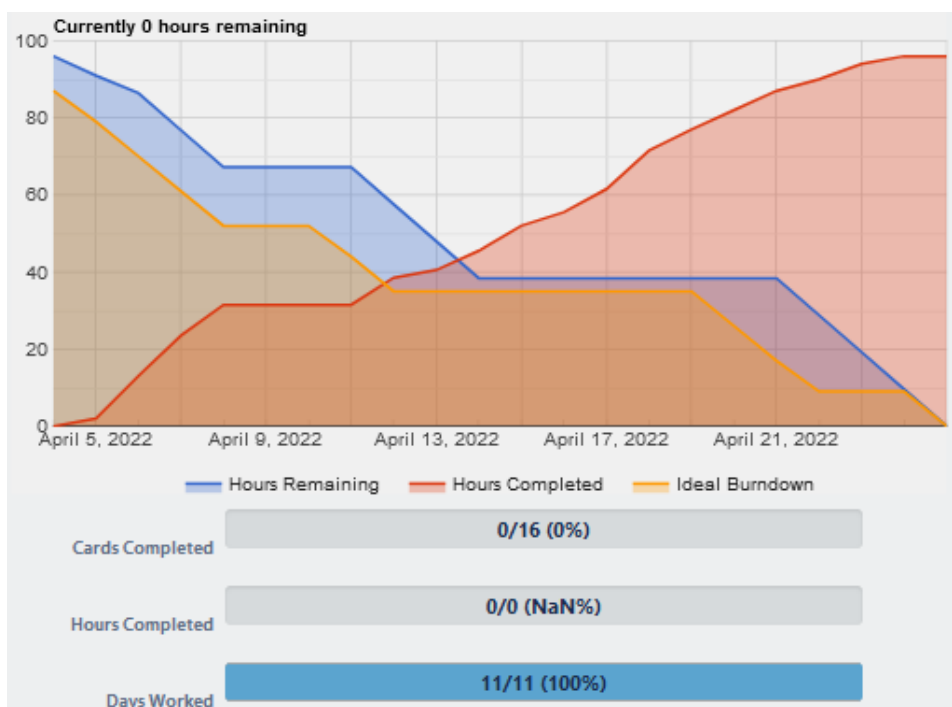
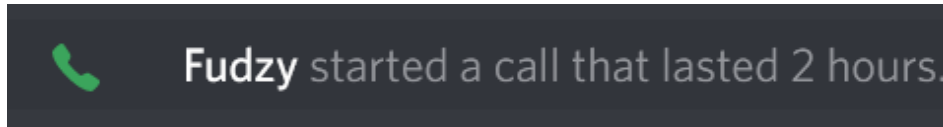
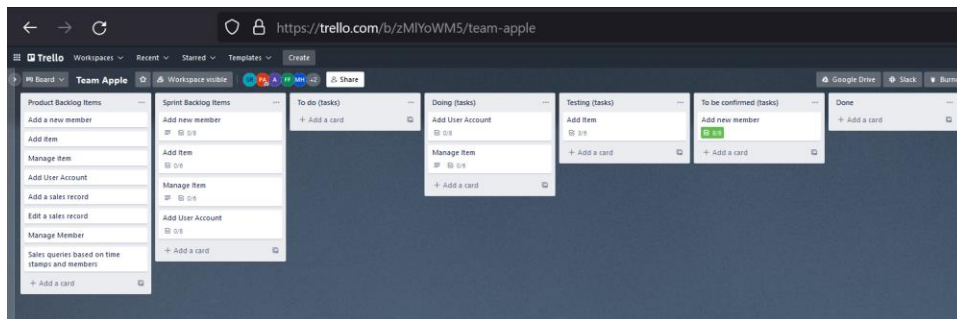


4	3 07th	The whole team worked on document virtually 5/6	1Hrs
5		Mithila and Pasan worked on code for a little extra	
6		Ragib and Fadal worked on documentation of 10P and few other	2Hrs



Day 04 (08/04/2022)

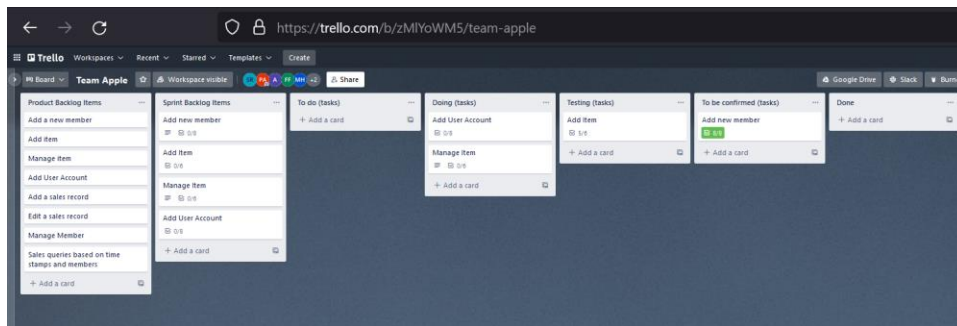
The product backlog for members was fixed for any errors and vigorously tested before it was passed on to 'completed' on the project board. Discussions were made by two of the group members who worked on a call relating to the documentation parts of the project which can be viewed in the screenshot provided below. Many of the product backlog items were now in the 'doing' task while add member was completed and ready for testing.



Day 05 (12/04/2022)

'Add item' were polished but the team leader noticed a few errors in one of items for it, which had to be worked on further and tested. The remaining 5 out of the 6 items for 'add item' were completed. The following image represents the project board for the end of this day.

Two group members were not able to make it to the university where they collaborated through a zoom call for that day while the team finalized the final documentation and coding for the completion of the task.



5 12th	Fadal updated meeting minutes	5 minutes
	4 members of the team met up at uni to complete tasks	1 hour and 10 minute
	virtual meeting was held on zoom to complete tasks with team m	30 minutes
	pasan worked on code today	45 minutes
	ragib worked on documentation and updating trello burndown ch	1 hour

