Professional Practice and Employability, Team Based Software Development Workshop

CS2S567

Team 1 Payroll system

Group portfolio

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<https://github.com/PeterColburn/Team1.git>

# Team 1

Our goals of our team are shown in the table below:

|  |  |
| --- | --- |
| Team Number | 1 |
| Team Task | To plan and create a GUI payroll system |
| Team tasks | Tasks:   * Get information on needs/wants of business and aesthetic details * Research payroll systems * Pseudocode * Flow charts * GUI design * Create the code |

In our project we are going to create a GUI payroll system, to accomplish this we have created a series of tasks we must accomplish over the start of each week.

# Week 1-2 (28/09/21 – 05/10/21)

This week we formed the group, created a group name, and began initial planning for our project choice.

|  |  |
| --- | --- |
| Week 1 | Team |
| Activities undertaken | * Formed group and group name |
| Outcome of QA activities | Our group name was decided |
| Activities resulting from QA process | We are Group 1 – Team 1 |
| Evidence of activities | NA |

In week two we began to construct communication platforms to use for later planning and organisation. In this week Tom and Kavell create a Trello board to begin our organisational journey. This helped advance our AGILE adventure into the project. Peter made the teams chat to help us communicate when not in person. As a team we decided on our project. We also then led onto interviewing the client for further discussion later in the week.

|  |  |
| --- | --- |
| Week 2 | Team |
| Activities undertaken | * Trello board created – Tom and Kavell * Client Interview – Tom * Teams chat created - Peter * Decided on our project subject - All |
| Outcome of QA activities | Our initial thoughts were put down on paper about what sort of project we wanted to do and what would be best for our skills |
| Activities resulting from QA process | We decided that we were going to do a payroll GUI system within Python |
| Evidence of activities | See appendix – week 2 |

# Week 3-4 (12/10/21 – 19/10/21)

In this week we created a team leader rotor, to help improve cohesion as a team. This week Thomas created GUI mock-up designs to help design our work around, in this week a general template and a login screen was designed. Kavell did a colour analysis based on the requirements from the boss. As a team we were given the logo from the client and planned to use it as appropriate in future work. Peter created flowchart for log in screen.

|  |  |
| --- | --- |
| Week 3 | Team |
| Activities undertaken | * Decided who was going to be team leader and what order * Thomas: GUI designs in paint * Peter: Flowchart for log in screen * Kavell: Research colour scheme * Logo found and made into PNG |
| Outcome of QA activities | The design was taking shape for what the client wanted along with what colour schemes were needed  The company logo was also found and made into a PNG (transparent background) so it would look seamless within documents if needed  Team leader order was decided |
| Activities resulting from QA process | GUI designs and flowcharts being made |
| Evidence of activities | See appendix – week 3 |

Our first team leader would be Peter and he will act as our team leader prior to his first term in the role. Peter then worked on the employee flowchart; Tom worked further on the GUI designs by creating a main menu and admin page. Kavell researched examples of payroll systems and their implementation; this research was also expanded into coding languages where we decided python would be the best fit for our team. Kavell then created a Gantt chart and slack board.

|  |  |
| --- | --- |
| Week 4 | Team |
| Activities undertaken | * Peter: Employee flowchart * Thomas: GUI design main menu and admin menu * Kavell: Researched example payroll systems and learnt Python basics, created Gantt chart and slack |
| Outcome of QA activities | Further designs being put forward to expand the code – these include |
| Activities resulting from QA process | The employee flowcharts and GUI designs were made ready to make on Python |
| Evidence of activities | See appendix – week 4 |

# Week 5-6 (26/10/21 – 02/11/21)

This week we began work on our seminar power point, Tom began the power point and created a checklist of work required for the presentation. Tom also did an LSEPI analysis and updated the business proposal. Peter expanded our flowcharts by creating flowcharts for admin and menu. He also created a GitHub to use in code sharing and uploading for our work. Kavell worked on creating a code baseline based on prior submitted flowcharts and GUI designs.

|  |  |
| --- | --- |
| Week 5 | Team |
| Activities undertaken | * Thomas: seminar PowerPoint, LSEPI, and business proposal * Peter: flowchart for admin main menu, created GitHub * Billy: Pseudocode * Kavell: Continue to edit code to fit GUI design |
| Outcome of QA activities | Research was conducted into LSEPI for the ins and outs regarding the design of a coding project |
| Activities resulting from QA process | The PowerPoint for the seminar was created and inside included all the relevant information regarding laws and regulations for coding projects |
| Evidence of activities | See appendix – week 5 |

In this week Tom continued the PowerPoint, mid-week the team would come in for an extra meeting to discuss, finalise and practice our presentation for the PowerPoint to give a good reflection of our work up to this point. The team also continued to finish further work to meet this presentation’s deadline. Later in the week we then presented as a team in front of the other teams to show our progress.

|  |  |
| --- | --- |
| Week 6 | Team |
| Activities undertaken | * Thomas: Continuation and finalisation of the PowerPoint * Peter: Helping to finish the PowerPoint and setting up GitHub * Kavell: Continue to edit code to fit GUI design * All took part in the seminar. Watched G2T1. |
| Outcome of QA activities | Further coding needed to be completed to match what the client had specified and more needed to be added to the PowerPoint |
| Activities resulting from QA process | Following further research more was added to the PowerPoint in order to have a full and immersive seminar experience for the audience. This included adding examples of our flow charts, ways we communicated and the code itself |
| Evidence of activities | See appendix – week 6 |

# Week 7-8 (09/11/21 – 16/11/12)

This week as a reflection of our previous presentation we took time as a team to reflect on our work, and our progress. Upon reflection we learned what our project needed to improve and where our strength laid. Thomas began researching privacy policy and provided initial resources, Billy then continued with this for a further addition. Kavell and peter both continued working on code.

|  |  |
| --- | --- |
| Week 7 | Team |
| Activities undertaken | * Thomas: Made plans to make a privacy policy * Peter: Joined Kavell * Billy: Researched privacy policy * Kavell: Peter joined to collab on code * Watched G2T2, G1T2 |
| Outcome of QA activities | After completing the seminar, we took on board the advice from the class as to what we were missing |
| Activities resulting from QA process | This resulted into researching privacy policies and making a template for it |
| Evidence of activities | See appendix – week 7 |

This week we continued to discuss the previous presentations and fill out feedback forms, we also used this opportunity to further improve our own portfolios and personal portfolios.

|  |  |
| --- | --- |
| Week 8 | Team |
| Activities undertaken | * All caught up with feedback forms * Tom continued the group portfolio * Watched G1T3, G1T4, G3T1 |
| Outcome of QA activities | We reflected on the teams’ seminars from week 7 and completed the Google Doc feedback form |
| Activities resulting from QA process | We used what we learned from them to improve our own seminar and presenting skills |
| Evidence of activities | See appendix – week 8 |

# Week 9-10 (23/11/21 – 30/11/21)

We further focused on discussions on presentations with feedback forms and continued to further advance both own personal and our group portfolios.

|  |  |
| --- | --- |
| Week 9 | Team |
| Activities undertaken | * All caught up with feedback forms. * Tom continued the group portfolio * Seminars cancelled |
| Outcome of QA activities | We reflected on the teams’ seminars from week 8 and completed the Google Doc feedback form |
| Activities resulting from QA process | We used what we learned from them to improve our own seminar and presenting skills |
| Evidence of activities | See appendix – week 9 |

In this week we made the first steps to finishing our personal portfolios and using this additional time to assure quality in the group portfolio.

|  |  |
| --- | --- |
| Week 10 | Team |
| Activities undertaken | * Finishing our portfolios. * Quality insurance on work. * We also had other assignments coming up so used some of this time to complete them * We had a call about the start of phase 2 |
| Outcome of QA activities | We attended a lecture about the different types of hackers (black, white and grey hat) |
| Activities resulting from QA process | This resulted in the team thinking about how we can improve the code to make it more secure |
| Evidence of activities | See appendix – week 10 |

# Week 11 (07/12/21)

In this week we went through previous work to ensure our work met the standards we had set out.

|  |  |
| --- | --- |
| Week 11 | Team |
| Activities undertaken | * Tom – Quality assurance and portfolio writing, ensuring there is adequate evidence. * Kavell – Quality assurance and portfolio writing ensuring there is adequate evidence. * All – Finishing off the group portfolio for where we are currently |
| Outcome of QA activities | Portfolios were completed |
| Activities resulting from QA process | Portfolios were completed |
| Evidence of activities | See appendix - week 11 |

# Appendix – Evidence

## Week 1:

NA

## Week 2

Kavell: Personal account on Trello

Graphical user interface

Description automatically generated

Peter: Teams chat

Graphical user interface, text

Description automatically generated

Thomas: Client interview

Graphical user interface, text, application, email

Description automatically generated

## Week 3

Group: team leader organisation

Graphical user interface, application, Teams

Description automatically generated

Thomas: Gui Base template

Shape, rectangle

Description automatically generated

Thomas: Gui Login Screen

Diagram

Description automatically generated

Kavell: Research colour scheme

Graphical user interface, text, application

Description automatically generated

Group: logo found and made into a PNG

Graphical user interface, application

Description automatically generated

Peter: Log in screen flowchart

Graphical user interface, application, Teams

Description automatically generated

## Week 4

Thomas: Gui Admin screen

Graphical user interface

Description automatically generated

Thomas: Gui employee screen

Graphical user interface

Description automatically generated

Kavell: researched example payroll systems and learnt Python basics

Graphical user interface, application, email, Teams

Description automatically generated

Graphical user interface, text, application, email

Description automatically generated

Kavell: Gantt chart

Timeline

Description automatically generated

Peter: Created employee flowchart

Graphical user interface, application

Description automatically generated

Peter: GitHub

A screenshot of a computer

Description automatically generated

## Week 5

Thomas: Made PowerPoint and added LSEPI

Graphical user interface, text

Description automatically generated

Graphical user interface, text, website

Description automatically generated

Billy: PseuocodeGraphical user interface, application, Teams

Description automatically generated

Graphical user interface, application, Teams

Description automatically generated

## Week 6

Graphical user interface, application

Description automatically generated

## Week 7

Thomas and Billy: Privacy policy

Graphical user interface, application, Teams

Description automatically generated

## Week 8

Tom: Editing group portfolio

Graphical user interface, application, Word

Description automatically generated

## Week 9

Tom: Editing group portfolio

Graphical user interface, application, Word

Description automatically generated

## Week 10

## Week 11

Tom/ Kavell: Ensuring adequate evidence:

A screenshot of a computer

Description automatically generated with medium confidence

## Week 12