KASPER – ID2 PROCESS DOCUMENTATION

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# 1.0 Task Assignments

**Dev Team**

* Below is a link to our team Trello, which outlines the development task assignments for ID3. You may be prompted to sign in to view this board.

<https://trello.com/b/01QzUC9M/development-p2-due-feb14>

**Test Team**

* Test Matrix Update 🡪
* Protractor ID2 Testing 🡪
* Update flow diagrams 🡪
* Manually Test ID2 🡪
* Create use cases 🡪
* Defect report update 🡪

**Documentation**

* Organization, compilation, and editing of documentation 🡪 Arianne

# 2.0 Activity Log

The following link leads to our term schedule. Click on the “Individual Activity Log” tab at the bottom for our group activity log, as well as the group member contribution pie chart. Click on the “Activity Log Totals” tab to see the summary of hours for each group member.

Note: we are currently experiencing difficulty with this link and you may need to copy paste it into your web browser.

[https://docs.google.com/spreadsheets/d/1g3CfvlI1erdg2zaHZlVyh6uQ-rYQ6L5Cay0YIn2UETk/edit#gid=0](https://docs.google.com/spreadsheets/d/1g3CfvlI1erdg2zaHZlVyh6uQ-rYQ6L5Cay0YIn2UETk/edit%23gid=0)

# 3.0 Inspections ID3

**Inspection 5 -**

**Date:**

**Summary**:

**Inspection 6 -**

**Date**:

**Summary**:

**Inspection 7 -**

**Date**:

**Summary**:

# 4.0 Client Communication

**Email Communication**:

**Meeting \_\_:**

**Date**:

**Time**: **Location**: Geology Tim Hortons

**People Present**:

**Purpose**:

**Summary**:

# 5.0 Risk Assessment

Introduction

Changes to the formal risk assessment from ID1 include new risks and re-evaluated risks. Risks are divided into two categories – technical and non-technical. Technical risks are related to the construction and design of our code. Non-technical risks relate to team management, such as group structure and client communication. For each risk identified, this risk assessment will provide probability of occurrence, estimated severity, possible scenarios, and mitigation and contingency plans.

## 5.1 Technical Risks

5.1.1 Risk Name

**Probability:** \_\_

**Loss:** \_\_

**Scenario:**

**Mitigation:**

**Contingency Plan:**

5.1.2 Risk Name

**Probability:** \_\_

**Loss:** \_\_

**Scenario:**

**Mitigation:**

**Contingency Plan:**

5.1.3 Risk Name

**Probability:** \_\_

**Loss:** \_\_

**Scenario:**

**Mitigation:**

**Contingency Plan:**

## 5.2 Non-Technical Risks

5.2.1 Risk Name

**Probability:** \_\_

**Loss:** \_\_

**Scenario:**

**Mitigation:**

**Contingency Plan:**

5.2.2 Risk Name

**Probability:** \_\_

**Loss:** \_\_

**Scenario:**

**Mitigation:**

**Contingency Plan:**

5.2.3 Risk Name

**Probability:** \_\_

**Loss:** \_\_

**Scenario:**

**Mitigation:**

**Contingency Plan:**

## 5.3 Materialized Risks

The following section will describe the process of dealing with materialized risks. Each risk will be accompanied by a description, a plan for resolution, and its effects on the project.

Risk Name

**Description**:

**Resolution**:

**Effects**:

Risk Name

**Description**:

**Resolution**:

**Effects**:

Risk Name

**Description**:

**Resolution**:

**Effects**:

# 6.0 Meeting Notes

There was one group meeting for ID2 and frequent stand-ups. The following link contains our documented meeting notes and pre-class stand-ups:

<https://github.com/CMPT371Team1/Documentation/blob/master/Meetings/371-MeetingNotes.docx>

For online stand-ups on Mondays, Wednesdays, and Fridays, see our “stand-ups” channel on Slack.

# 7.0 Meeting Agendas

The following link contains our meeting agendas:

<https://github.com/CMPT371Team1/Documentation/blob/master/Meetings/371-MeetingAgendas.docx>

# 8.0 Pair Programming Sessions

The following link contains records of our pair programming sessions:

<https://github.com/CMPT371Team1/Documentation/blob/master/Meetings/Pair%20Programming%20sessions>