owo what's this???

Team 24

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Team Introduction

This is the team “owo what’s this???”, originating from Frederic from his obsession with the emote “owo”. We’re a group of upper year students, who all had previous industry experience, and have contributed to various engineering projects of varying sizes. We hope to work on Ansible as it is an automation tool that facilitates the deployment of applications, which we have all had the experience doing with similar systems.

Team Strengths

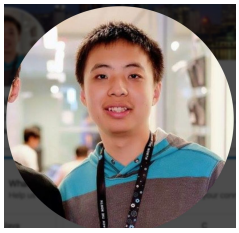
Coming from various backgrounds, such as full stack web development and devops, our strength comes from the diversity of skills and experiences. Using this, we hope to be able to provide a wide spectrum of new ideas and support from our past experiences. Having all

shared a common language of Python, we are able to contribute individually, and collectively, to support each member as needed.

Team Goals

As a team, we hope to make a sizable contribution to both succeed in the course, and professionally .By working with a unfamiliar large system, we hope to both further master our proficiency in Python, as well as learn what it means to work in a large system - an experience which is different and uncommon in a typical school environment. At the end of the semester, we hope our contributions to the project are realized, so that we can proudly say that we have contributed to Ansible to both professionals and friends alike.

Team Members



Jaden Wang

I am currently a 3rd year Computer Science and Statistics student, specializing in Software Engineering and majoring in Statistics at University of Toronto Scarborough. While in school, I have been a teaching assistant for many introductory computer science courses for four semesters, teaching a variety of topics ranging from variables and if statements, to recursion, data structures, and complexity analysis. In my free time, I've attended plenty of hackathons across the country, where I've developed some nifty projects in some of my favourite frameworks and languages such as Python and Java.

Extracurricular-wise, I'm the social media representative and a mentor for the Computer Science Enrichment Club, where I help ensure that seminars and events for the computer science community on campus are run as smooth as possible. When I'm not doing anything computer science related, I'm either playing badminton with friends or jamming out on my ukulele (and trying not to sound bad while at it).

William Granados

I'm a Computer Science student at the University of Toronto, who has spent the past few years taking on leadership roles in extracurricular activities like coaching the ACM-ICPC team. Professionally, I've worked on big data web applications for Rubikloud (past employer), and I worked on a monitoring system pipeline for internal services at the Royal Bank of Canada. In Rubikloud I developed a React and Redux table which was the main point of interaction for the software. In RBC, I've worked on an elastic search pipeline that would monitor jmx metrics and logs for self-hosted services like Jira and Jenkins.

I have also TA'd for multiple courses like Algorithm Design, Data structures, and Intro to Computer Science I & II. One of my proudest accomplishments in the open source community was submitting a plugin to the Pokemon Showdown battle simulator, that is now used by 30% of all of the chat rooms on the website.

Frederic Pun

I am a 4th year Co-op Computer Science student, specializing in Software Engineering, who has for the past few years have taken on teaching assistant roles in courses such as Introduction to Software Engineering (CSCC01), Introduction to Databases and Web Applications (CSCB20), and Software Design (CSCB07).

Professionally, I have done a few internships in web development using various technologies, such as GraphQL and React, at different sectors and scales - with an upcoming one in the summer at HubSpot for front-end development. Currently, I am working with CheaprEats, where my main responsibilities are the maintenance and development of the startup's UI components and front-end systems.

In my free time, my hobbies are rock climbing and contributing to the hacker community such as mentoring and development for hackathons such as Ellehacks, Hack the 6ix, and Hack the Valley.

Mason Tang

I am a 4th year Computer Science student, specializing in Software Engineering. I am also in the co-op program and have had two work terms. One of my work terms was at the Ontario Teachers' Pension Plan in which I maintained and created new tables for their database and created new features to pre-existing projects such as a token manager. I also worked on the authentication process that verifies users' access to our department's applications.

My most recent side project was a Python Discord bot that would scrape the newest posts from deal subreddits and parses the information into a formatted message that displays the key information of the deal. It also had user wishlists that would notify users when there was a new deal for an item in their wishlist. Through these experiences, I have learned the following technologies, Python, C, Bash, Java, SQL, C#, HTML, CSS, and JavaScript.

Yishuai Wang

I am currently a 4th year Computer Science Student, specializing in Software Engineering. Previously, I have had experience working on large scale on-boarding applications in Java as well as designing and implementing features to intra-web sites using JavaScript, CSS, and HTML at CIBC. Additionally at CIBC I coordinated and conducted SQL database server

migrations using SQL and created multiple new automatic reporting scripts that are used regularly.

Outside of work, I have participated in a multitude of Hackathons, collaborating with friends and trying out new technologies. One example is having the opportunity to work with VR and develop a visual stocks viewer and planner application in a VR environment while integrating Leap Motion technology. I have also competed in the VEX robotics competitions, working as a programmer working in C to write an autonomous algorithm in a team of builders and other programmers, going as far as world finals in Kentucky, USA.

Team Agreement

Communication

Discord

Discord is our main means of communication because it offers real-time communication for rapid communication. Cases where we would use discord are:

- Host standup meetings
- Questions and discussion of work
- Initial organization of meetings
- Share text files
- Post polls

Google Drive

A means of file sharing, the link would be here. Some documents and files that would shared using this would include

- Team agreement
- Meeting notes
- Any group related documents such as reports for TA/Instructor

Email

Email would be our secondary means of communication and is used to allow for more official and organized communication. Cases where we would use email are,

- Communication with TA and main contributors of Ansible
- Announcing finalized meetings

Response Times

Response times vary depending on the time of day to provide fairness to our team members (ie. We do not expect people to respond immediately at 2am). The response time duration corresponds to when the message is sent.

- During working hours (9am - 5pm), members are expected to respond **within 5 hours**
- Any other times and weekends, members are expected to respond **within 12 hours**
- Members should readily and frequently check their discord for notifications and discussion about what is happening regarding the project

Meetings

Regular Meeting

These meetings are mandatory, in person at IC 310, on a weekly basis on Tuesday 2pm & Saturday 12pm+ (via Discord, or in person if required). Each member **should be prepared** to talk about the following goals.

- Standup
- To discuss any issues or changes to the project
- Share information that is difficult to do online
- Group programming to discuss code
- Plan and review sprints (every other week)
    - Review progress and performance current product
    - Address any changes needed for overall project
    - Discuss issues and concerns
    - Update board
    - Plan out next iteration and re-assign task

Standup Meeting

These meetings are mandatory and happen two times a week for team members to share their progress - Once on tuesday during regular meetings, and once on saturday over Discord. The format of the Discord standup is

```
DONE:
- Task 1
- Task 2
...
TODO:
- Task 3
- Task 4
...
```

There will be a rotation between the members on who takes minutes, and takes notes for important aspects that might have been discussed during the meeting. These notes will be posted on Google drive.

Additional Meetings

These are meetings are optional, and created spontaneously to discuss and address emergencies, some examples of these scenarios are,

- Member(s) dropping the course
- Failing to complete sprint on time

The meetings should be made 12 hours prior to meeting time.

Meeting Preparation

For our meetings every member should prepare a quick summary of their current task in the following order,

- What tickets have they been working on for the week
- What tickets have been completed, and what tickets are currently blocked
- What tickets would be they be working on for the next meeting

Management

Version Control

Our version control would Github projects as provided by the course. Each member will be responsible for their own branches and will succinctly merge their changes when the group deems the branch is ready to merge with PRs and branch . We will fork from the original repository and branch off of the forked version. We shall have a testing/Integration branch that will have individual contributions evaluated, and once deemed ready, be merged back to the original project.

Division of Work

Depending on the project we are assigned we will divide work so that each member has at least 1 issue they can work on at any given time. We will decide the issue based on the difficulty of an issue ticket and the comfortability of that member with that ticket.

Each member will decide on their own how much work they can or not take, and we will have a project manager, who will advise them on if it's a good idea or not. Ideally each person should work towards becoming self sufficient so that the PM's role becomes less hands on.

Submission of Work

We would be following a branching policy as followed to ensure that we have complete and organized branches that are capable of being merged back into the original master. We will have separate branches for every member that will follow the process to be deemed ready to merge.

- New features and changes can only be submitted via PRs to the master
- Each member will have their own branches, focused on the tickets they have at hand.
- The code must be working (ie. compiles and doesn't hinder rest of code)
- Once the work is complete, the code will be moved to a testing and integration branch, where 2 group members will evaluate the completed code and sign off that the branch is correctly working
- Branches are deleted after merging

- If applicable, add a screenshot for the work that is being done to make it easier to review the code (i.e. if it has a front end interface, show the functionality)
- A completed version of the code will be moved to the master in the CSCD01 master so that it can be evaluated by Professor/TAs

Formats

We would cover the formats of tasks, and PRs.

- The title of the branch should reflect the ticket which is being worked on. The form of the title would be in the following form,

  ```
  [Iteration #] - [Task #]
  ```

- PRs should start with the title of the branch/ticket that is related to. The description should have the following details
  - The task that is being worked on
  - The changes done to complete the task

Contingency

Can’t Meet Deadline

This would be accessed one month before the soft deadline (1 week before actual). In the case that we couldn’t meet the deadline, the following would be done,

- Skimming and restructuring of application and its features
- Addition of a group work day during the weekends
- Decrease the duration of sprints from 2 to 1 week

Member Failing to Complete Work

In the case that a team member is deemed to be failing to complete work due to neglect, other than with valid reason, as a team we would address this issue and create a solution/agreement. If the team member still fails to complete their work, as a team we would address this issue to the instructor.

Missing team Member

In the case that a team member is forced to resign from the project for a long period of time (more than 2 weeks). The following should be performed by the team member:

- They must complete any task they are currently assigned to (if possible)
- Provide a formal notice via Discord and email to inform the team

As a team, a person meeting arranged as soon as possible to re-access the situation, and redistribute the work across the remaining members and sprints.

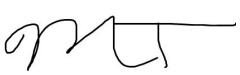
Lack of Team Members

In the case where more than 2 members are missing, as a team we would address the issue to the instructor. (Any less, the team as a whole is not required)

Signatures

We accept these guidelines and intend to fulfill them.

Mason Tang



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