

Team Organisation Document for Team Compu-Global-Hyper-Mega-Net

Members:

Stuart Armit, Graham Darroch, Mark Darroch, Caine Simpson, Duncan Wright

Roles and responsibilities

who does what and where does responsibility lie?

Stuart -	Database Product Owner/Lead
Graham -	SCRUM Master/Organisational
Mark -	Command Line Product Owner/Lead
Caine -	Minutes/Documentation Admin
Duncan -	Online mode Product Owner/Lead

Each team member will contribute to a share of storyboard tasks, as distributed by product owner/lead for each area. Storyboards will be discussed as a group and created by product owner/lead for each area.

Authority

Who decides? How are decisions made?

Graham will act as final decision maker after group discussion

Communication

Where and when will you meet? What must be communicated? When and how often? By whom? By what means?

Group Meetings: Continuous contact throughout week. Monday 1200-1300 for progress review/ update meetings.

Breakdown:-
1200-1215 Stand up/progress report on weekly tasks
1215-1245 Problems/issues
1245-1300 Task allocation for next week

Information Management

Where is info kept? How and when will it be distributed?

All info will be stored on a git repository. This will allow for accurate version control.

Tools

What technology will you use and how will you use it?

Git/GitHub - Source code/documentation
Slack - General communication
Trello - Story cards/Task management
JUnit - Testing