

# Comp3900

## Week2

Donna Turner



# Agenda

- ◆ Attendance
- ◆ Intellectual Property and Non-Disclosure Agreements
- ◆ You and your Supervisor
- ◆ Team stages
- ◆ Requirements

# IP & NDA

IP = Intellectual Property  
NDA = Non-Disclosure Agreement

- ◆ Important take-away: Discuss this with your customer early
- ◆ See D2L for more information:
  - ◆ Separate presentation
  - ◆ Video/Audio explanation from Trevor Lord

# You and Your Supervisor

**Your Supervisor is responsible for 60% of your mark**

- 💧 Who has met with their supervisor already?
- 💧 Supervisor knowledge vs. the project technologies
- 💧 Is your supervisor responsible for the project success?
- 💧 No surprises!

# Team Stages

## Tuckman's Group Development Model



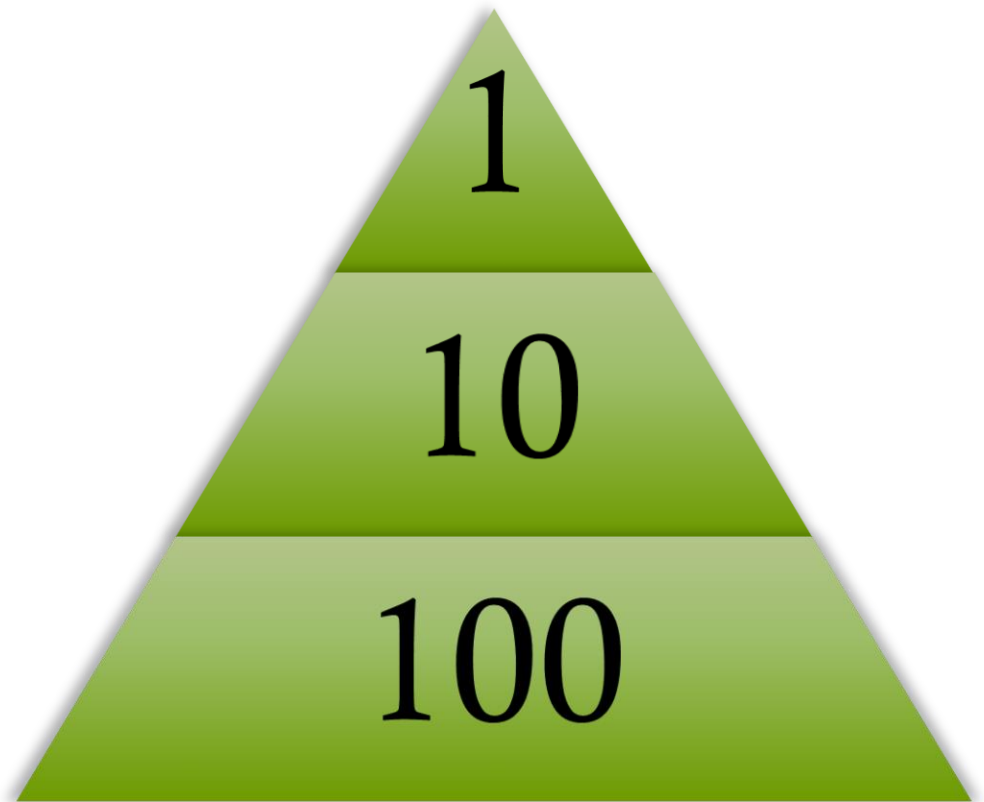
# Requirements - Who?

Everyone:

- ◆ Stakeholders: describe
- ◆ Contractor: document, agree upon with client (contract)
- ◆ The developers: set the end goal
- ◆ The testers: basis for test cases

# Requirements - Why? (pg1)

- 1 – 10 – 100 Rule  
(of manufacturing)



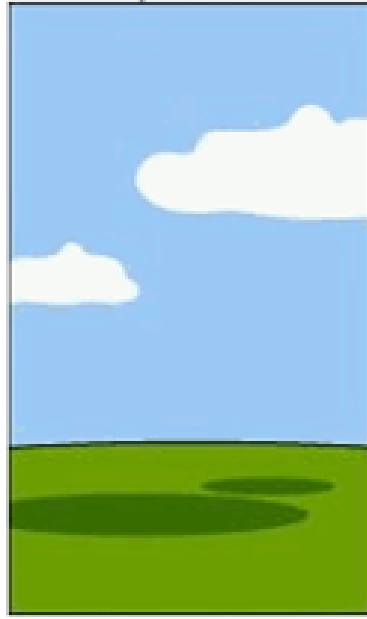


# Requirements - Why? (pg2)

- So that this doesn't happen



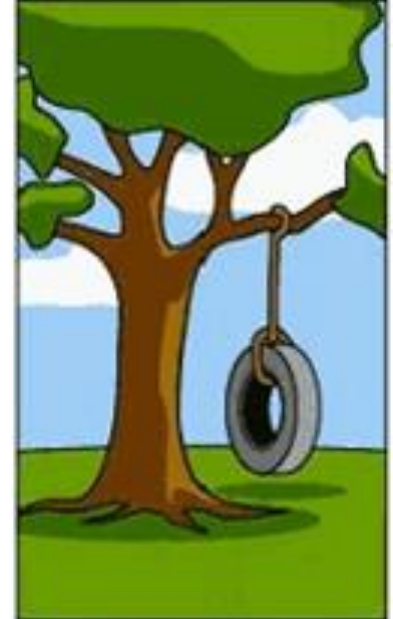
How the customer explained it



How the project was documented



How the programmer wrote it



What the customer really needed



# How? (pg1)

- ◆ Discovery: interview, existing documents or methods
- ◆ Ask questions
- ◆ Document: functional statements, flow charts
- ◆ Review & Refine
- ◆ Approval
- ◆ (Refine again, get approval again)

# How? (pg2)

<b>S</b>	Specific	<ul style="list-style-type: none"><li>✓ Complete setup of dev environment</li><li>✗ Work on my part of the project</li></ul>
<b>M</b>	Measurable	<ul style="list-style-type: none"><li>✓ Write test cases to cover all requirements</li><li>✗ Finish test cases</li></ul>
<b>A</b>	Attainable	<ul style="list-style-type: none"><li>✓ Hand over partA so that partB can begin</li><li>✗ Finish everything early</li></ul>
<b>R</b>	Relevant	<ul style="list-style-type: none"><li>✓ Complete 1<sup>st</sup> draft of Scope document</li><li>✗ Survey the class about other projects</li></ul>
<b>T</b>	Time-bound	<ul style="list-style-type: none"><li>✓ By Friday Sept.15<sup>th</sup> at 5pm</li><li>✗ At the end of the Stage</li></ul>

# Summary

- ◆ Requirements are the WHAT, relating to the final product  
Scope is the HOW, relating to your work items
- ◆ Well documented and understandable requirements are essential to project success
- ◆ Requirements will be referred to from start to end of the project, and may change throughout the project life cycle if agreed upon by both parties (scope change)

# Next Week (week 3)

- ◆ Development environment and source code repository established
- ◆ Deliverables:
  - ◆ Client Deliverables, if any specified in Stage 1 Plan
  - ◆ Scope & Mission Statement, draft
  - ◆ Weekly Risks & Technical Issues table
  - ◆ Weekly Estimates and Actuals tracking
  - ◆ Weekly Status Report
  - ◆ Weekly Meeting Minutes **x3**

# Comp3900

## Week2

Donna Turner

