



Our Course Project

In Phases II and III, you have:

- a team of four (when possible),
- a large, complex task, and
- a deadline.

What to do?

For Phases II and III, you will follow a particular *Software Development Process* by adopting ideas from today's industry **best practices**:

- Agile software development
- Scrum

Team Meetings

Two types of meetings:

Planning Meetings

Status Meetings

Planning Meetings

The entire team meets twice:

- once in the beginning of the Project Phase, and
- once mid-way through the Project Phase.

Recap on the current state of the project (if mid-week).

Decide on a set of tasks to accomplish before the next Planning Meeting.

Decide on who performs which task.

Status Meetings

These meetings are in addition to the planning meetings.

The entire team meets **at least** once a week (better to meet more often, even if for 10 min).

During the meeting, each team member reports on:

- what (s)he has accomplished since the last meeting
- what (s)he plans to accomplish before the next meeting
- if there are any problems/obstacles that prevent him/her from making progress

What and how to submit?

Maintain a file `meetings.txt` where you record your meeting minutes.

On the day of each meeting, commit this file into your team repository.

The contents of this file must match the state of the rest of your repository!

Example minutes (planning meeting)

Current state of the project:

- done: `Grade`, `LetterGrade`, `NumericGrade`
- implemented: `Person`
- almost done: main activity, enter info activity
- ...

Tasks for this week:

- implement `Student` (Alex)
- test `Person` (Jen)
- add a "Save" button to enter info activity (Gary)
- get the integration between the GUI and `Person` class to work (Jen)
- ...

Example minutes (status meeting)

Jen:

- fixed the `NullPointerException` in `Grade`
- added `Exception` handling for `Grade`
- thoroughly tested `Grade`
- stuck – can't run the emulator on home laptop
- will test `Person`
- will document `Person`
- will start implementing `Student`

Alex:

- ...
- ...

Teamwork and Peer Evaluation

Teamwork is worth 20% of your Project Phase II and III grade.

In reality, without a working team, you won't get a working product!

How you will be graded:

- **80% of your grade is shared with your teammates**
 - quality of the product
 - quality of the software development process
- **20% of your grade is assigned individually**
 - based on the results of peer evaluation

In exceptional circumstances, after consulting with the team, the instructor may adjust the overall grade of one or more team member.

Teamwork and Peer Evaluation

Each team member will complete a Peer Evaluation activity on CATME.

You will have 48 hours after you submit each project phase to complete the activity.

You will be asked to rate yourself and each teammate on:

- **Contributing to the Team's Work**
 - contributing a sufficient amount of work,
 - contributing work of good quality,
 - being on time,
 - helping teammates.
- **Interacting with Teammates**
 - showing interest in teammates' ideas and contributions,
 - asking teammates for feedback and using their suggestions to improve,
 - making sure teammates stay informed and understand each other,
 - providing encouragement and enthusiasm to the team.