

## **Team Project Executing-Agile**

### **Submission Date/Time:**

- Presentation Due In-Class: **Mon 11/13**
- Project Documents Due in Blackboard: **EOD 11:59PM, Fri 11/17**

**Objective:** To perform Project Planning of the information technology team project that mirrors the real-world

**Product Guidelines:** The final product should include (but not limited to) the following components:

- GUI, Web, or System interface
- Create Read Update Delete (CRUD) Database functions
- Data Analytics feature (Ex. Report, or Dashboard)
- Security feature (Ex. Login, Data Masking, or Encryption)

### **Written Deliverable Guidelines:**

- Complete all project documents (**Appendices A - G**) in Microsoft Word
- Name the MS Word file: **Team Name\_Agile**
- Attach all Meeting Minutes
- Submit all written deliverables in Blackboard Assignment section by the Due Date/Time

### **Presentation Guidelines:**

- In- class presentation
- Length: 10 minutes including Q&A
- Audience: Key stakeholders
- Delivery: Live presentation, narrated slides, or pre-recorded video
- Format: High-level summary, with built points, tables, diagrams, figures
- Participation: All team members are to present their role and responsible area
- Submission: Submit presentation materials in Blackboard Assignment section
- Peer Review: Complete **Appendix C Peer Review** with constructive review of all other projects

### **Grading:**

- **70 Maximum Points**
- Team and Individual grading based on the Grading Rubric
- Individual grades also based on Additional Individual Grading Considerations and Self-Peer Evaluation

- Quality Standards: Deliverables should be correct, complete, relevant, consistent, organized, meet guidelines
- Write N/A, Not Applicable, or None for any required section that does not apply to your project. Any section omitted or left blank will be graded as missing.
- Each Missing Guideline Item: Less 5 Points
- Each day late: Less 10 Points
- Grade of Zero after 5 days late

## Grading Rubric

**Analytic Rubric:** Assess students' work and their strengths and weaknesses in each area of the BBA Program Learning Goals.

Criteria (Weight = x1)	Fail 1	Below Average 2	Average 3	Above Average 4	Outstanding 5
<b>Analytical Skills: Perform Strategic and Feasibility Analyses (Max Points = 25)</b>	<ul style="list-style-type: none"> <li>▪ Poorly:               <ul style="list-style-type: none"> <li>○ Identifies, explains, analyzes, and shows the relationships between less than half of the strategic and feasibility factors relevant to the organization and the project.</li> <li>○ Analyzes 1 information/method(s) needed to choose among solutions.</li> <li>○ Analyzes 1 alternative solution.</li> <li>○ Determines and justifies that the proposed solution is feasible and addresses all aspects of the problem.</li> </ul> </li> <li>▪ Strategic and Feasibility Analysis had 20 or more quality issues.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Inadequately:               <ul style="list-style-type: none"> <li>○ Identifies, explains, analyzes, and shows the relationships between less than half of the strategic and feasibility factors relevant to the organization and the project.</li> <li>○ Analyzes 1 information/method(s) needed to choose among solutions.</li> <li>○ Analyzes 1 alternative solution.</li> <li>○ Determines and justifies that the proposed solution is feasible and addresses all aspects of the problem.</li> </ul> </li> <li>▪ Strategic and Feasibility Analysis had 15 - 19 quality issues.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Adequately:               <ul style="list-style-type: none"> <li>○ Identifies, explains, analyzes, and shows the relationships between half of the strategic and feasibility factors relevant to the organization and the project.</li> <li>○ Analyzes 2 information/method(s) needed to choose among solutions.</li> <li>○ Analyzes 2 alternative solutions.</li> <li>○ Determines and justifies that the proposed solution is feasible and addresses all aspects of the problem.</li> </ul> </li> <li>▪ Strategic and Feasibility Analysis had 10 - 14 quality issues.</li> </ul>	<ul style="list-style-type: none"> <li>▪ More than adequately:               <ul style="list-style-type: none"> <li>○ Identifies, explains, analyzes, and shows the relationships between most of the strategic and feasibility factors relevant to the organization and the project.</li> <li>○ Analyzes 2 information/method(s) needed to choose among solutions.</li> <li>○ Analyzes 2 alternative solutions.</li> <li>○ Determines and justifies that the proposed solution is feasible and addresses all aspects of the problem.</li> </ul> </li> <li>▪ Strategic and Feasibility Analysis had 5 - 6 quality issues.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Fully, clearly, consistently, and correctly:               <ul style="list-style-type: none"> <li>○ Identifies, explains, analyzes, and shows the relationships of all the strategic and feasibility factors relevant to the organization and the project.</li> <li>○ Analyzes 3 or more information/method(s) needed to choose among solutions.</li> <li>○ Analyzes 3 or more alternative solutions.</li> <li>○ Determines and justifies that the proposed solution is feasible and addresses all aspects of the problem.</li> </ul> </li> <li>▪ Strategic and Feasibility Analysis had 4 or less quality issues.</li> </ul>
<b>Technological Skills (Max Points = 15)</b>	<ul style="list-style-type: none"> <li>▪ Far below average technological skills.</li> <li>▪ Applies appropriate technology correctly in far less than half the instances.</li> <li>▪ 0 technology approaches identified</li> </ul>	<ul style="list-style-type: none"> <li>▪ Shows below average technological skills.</li> <li>▪ Applies appropriate technology correctly in less than half the instances.</li> <li>▪ 1 technology approaches identified</li> </ul>	<ul style="list-style-type: none"> <li>▪ Shows average technological skills.</li> <li>▪ Applies appropriate technology correctly in half the instances.</li> <li>▪ 2 technology approaches identified</li> </ul>	<ul style="list-style-type: none"> <li>▪ Shows above average technological skills.</li> <li>▪ Applies appropriate technology correctly in most instances.</li> <li>▪ 3 technology approaches identified</li> </ul>	<ul style="list-style-type: none"> <li>▪ Shows advanced technological skills.</li> <li>▪ Correct and consistent use of appropriate technology</li> <li>▪ 4 or more technology approaches identified</li> </ul>
<b>Civic Awareness and Ethical Decision-Making (Max Points = 5)</b>	<ul style="list-style-type: none"> <li>▪ Displays Little or no knowledge and analytical skills to guide ethical decision-making, and the awareness and responsibilities affecting business.</li> <li>▪ 1 or 0 factor identified, analyzed, or action recommended.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Displays insufficient knowledge and analytical skill to guide ethical decision-making, and the awareness and responsibilities affecting business.</li> <li>▪ 2 factors identified, analyzed, and action recommended.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Displays average knowledge and analytical skill to guide ethical decision-making, and the awareness and responsibilities affecting business.</li> <li>▪ 3 factors identified, with 2 or less analyzed, and action recommended.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Displays very good knowledge and analytical skill to guide ethical decision-making, and the awareness and responsibilities affecting business.</li> <li>▪ 3 factors identified, analyzed, and action recommended.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Displays great knowledge and analytical skill to guide ethical decision-making, and the awareness and responsibilities affecting business.</li> <li>▪ 4 or more factors identified, analyzed, and action recommended.</li> </ul>

<b>Global Awareness (Max Points = 5)</b>	<ul style="list-style-type: none"> <li>Specifies 0 relevant differences in perspectives and cultures affect business practices globally</li> </ul>	<ul style="list-style-type: none"> <li>Specifies 1 relevant differences in perspectives and cultures affect business practices globally</li> </ul>	<ul style="list-style-type: none"> <li>Specifies 2 relevant differences in perspectives and cultures affect business practices globally</li> </ul>	<ul style="list-style-type: none"> <li>Specifies 3 relevant differences in perspectives and cultures affect business practices globally</li> </ul>	<ul style="list-style-type: none"> <li>Specifies 4 or more relevant differences in perspectives and cultures affect business practices globally</li> </ul>
<b>Project Management Discipline (Max Points = 30)</b>	<ul style="list-style-type: none"> <li>Shows little or no Project Management (PM) knowledge and understanding</li> <li>PM knowledge, skills, tools, and techniques applied far below expectation</li> </ul>	<ul style="list-style-type: none"> <li>Below average Project Management (PM) knowledge and understanding</li> <li>PM knowledge, skills, tools, and techniques applied below expectation</li> </ul>	<ul style="list-style-type: none"> <li>Shows average Project Management (PM) knowledge and understanding</li> <li>Adequate PM knowledge, skills, tools, and techniques applied meet expectation</li> </ul>	<ul style="list-style-type: none"> <li>Shows above average Project Management (PM) knowledge and understanding</li> <li>PM knowledge, skills, tools, and techniques applied above expectation</li> </ul>	<ul style="list-style-type: none"> <li>Shows advanced Project Management (PM) knowledge and understanding</li> <li>PM knowledge, skills, tools, and techniques applied far above expectation</li> </ul>
<b>Written Communication Skills (Max Points = 5)</b>	<ul style="list-style-type: none"> <li>20 or more writing errors</li> <li>Written communication, Citation, and/or Integrity Statement far below expectation</li> </ul>	<ul style="list-style-type: none"> <li>15-19 writing errors</li> <li>Written communication, Citation, and/or Integrity Statement is unsatisfactory</li> </ul>	<ul style="list-style-type: none"> <li>10-14 writing errors</li> <li>Written communication, Citation, and Integrity Statement is satisfactory</li> </ul>	<ul style="list-style-type: none"> <li>5-9 writing errors</li> <li>Written communication, Citation, and Integrity Statement meets expectation</li> </ul>	<ul style="list-style-type: none"> <li>4 or less writing errors</li> <li>Written communication, Citation, and Integrity Statement exceeds expectation</li> </ul>
<b>Oral Communication Skills: (Max Points = 15 Points)</b>	<ul style="list-style-type: none"> <li>Little or no oral communication skills</li> <li>Little or no Presentation Guidelines met</li> <li>Very poor content, organization, and delivery Presentation 10+ minutes over time</li> <li>Peer Review poorly completed</li> </ul>	<ul style="list-style-type: none"> <li>Below average oral communication skills</li> <li>Presentation Guidelines inadequately met</li> <li>Inadequate content, organization, and delivery</li> <li>Presentation 5 to 9 minutes overtime</li> <li>Peer Review inadequately completed</li> </ul>	<ul style="list-style-type: none"> <li>Shows average oral communication skills</li> <li>Presentation Guidelines adequately</li> <li>Average content, organization, and delivery</li> <li>Presentation less than 5 minutes overtime</li> <li>Peer Review is average</li> </ul>	<ul style="list-style-type: none"> <li>Shows very good oral communication skills</li> <li>Presentation Guidelines met as expected</li> <li>Very good content, organization, and delivery</li> <li>Length meets expectations</li> <li>Peer Review is above average</li> </ul>	<ul style="list-style-type: none"> <li>Shows high-level oral communication skills &amp; ability responses to questions</li> <li>Presentation Guidelines greatly met</li> <li>Great Content with legible slides</li> <li>Great organization and delivery</li> <li>Length is well within allotted time</li> <li>Great Peer Review</li> </ul>

0 No Work Grade = 0	1 Poor Grade 4 or more below Team Score	2 Fair Grade 1 - 3 points below Team Score	3 Average Grade = Team Score	4 Very Good Grade = 1 - 3 Points above Team score	5 Excellent Grade 4 or more points above Team Score
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<ul style="list-style-type: none"> <li>▪ Performs no work</li> </ul>	<ul style="list-style-type: none"> <li>▪ Performance far below expectations</li> <li>▪ Delivered far below average quality work.</li> <li>▪ Attended little or no team meetings.</li> <li>▪ Completed little or no assigned tasks.</li> <li>▪ Self-Peer Evaluation is 9 Points or less.</li> <li>▪ OR Workload is 9% or less.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Performance below expectation</li> <li>▪ Delivered below average quality work.</li> <li>▪ Attended less than half the team meetings.</li> <li>▪ Completed less than half assigned tasks.</li> <li>▪ Self-Peer Evaluation is between 10-14 Points</li> <li>▪ OR Workload between 10-14%</li> </ul>	<ul style="list-style-type: none"> <li>▪ Performance meets expectation.</li> <li>▪ Delivered average quality work.</li> <li>▪ Attended about half the team meetings.</li> <li>▪ Completed half the assigned tasks.</li> <li>▪ Self-Peer Evaluation is between 15-20 Points</li> <li>▪ OR Workload between 15-20%</li> </ul>	<ul style="list-style-type: none"> <li>▪ Performance meets expectation.</li> <li>▪ Delivered very good quality work.</li> <li>▪ Attended most team meetings.</li> <li>▪ Completed most assigned tasks.</li> <li>▪ Self-Peer Evaluation is between 21-30 Points</li> <li>▪ AND Workload between 21-30%</li> </ul>	<ul style="list-style-type: none"> <li>▪ Performance is above expectation.</li> <li>▪ Delivered excellent quality work.</li> <li>▪ Attended all group meetings.</li> <li>▪ Completed all assigned tasks.</li> <li>▪ Self-Peer Evaluation is 30 Points</li> <li>▪ AND Workload is above 31% or more.</li> </ul>
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**Additional Individual Grading Considerations:** Individual team member scores will be based on the rubric below

# Cuts & Slices:

# Project Execution-Agile

CIS 5800 EMWA

11/17/23

## **Group 3**

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**Executive Summary:** *Summarize the content of the written deliverable (1 to 2 paragraph)*

This deliverable is a comprehensive project planning document for our online ordering system for the restaurant Cuts & Slices. It explains our planned action versus our actual action for our awareness plan, technological approach and project management plan. In addition, there is a product backlog, sprint backlog, a burndown chart, a use case diagram, and sample code for our system. There's also an update to our WBS included. This document also includes peer reviews for the other groups' presentations, status reports to track project progress, progress reports to keep stakeholders informed, a change control log to manage project alterations, an issues log to record and address challenges, and a lesson learned log to foster continuous improvement and knowledge sharing throughout the project's life cycle.

**Project Overview:** *Brief background of the project including overview and current status of the organization.*

Cuts & Slices NYC's current website lacks the ability to take online orders. Without that feature, the lines at their Queens and Brooklyn locations are super long, making customers wait over an hour to receive their orders. Also, with the customer wait times being so long that may discourage new customers from wanting to place an order. This project's focus is on implementing an online order management system so that each location can become more efficient and retain more customers.

## **APPENDIX B**

### **AWARENESS PLANNING**

*[Execute the plan (if any) to address the following areas. Document the actual way in which the areas are addressed and the outcome vs. what was planned.]*

- *Civic/Ethical/Legal Decision-Making*
- *Global Considerations]*

Considerations	Planned Action	Actual Action	Outcome	Variance	Comments
<b>Civic</b>	Some customers may not have access to the internet. Some people may not understand how to use the online platforms.	Allow website to be available across multiple device types  Have a frequently asked questions page to answer customer queries	Food can be ordered through on desktops and phones  FAQ Page will be made soon.	We could add more languages on the page to make it more accessible.	Need more customer feedback in order to have FAQ page ready.
<b>Ethical</b>	Keeping the customer data information safe and making sure the data is secured	Have a double authentication method for users Encrypt User Data	2FA system will be added to ensure account safety and data will be encrypted to ensure customer privacy	A team to ensure no data breaches occur	Ethics needs to be revisited to ensure compliance with scope
<b>Legal</b>	Reviewing the rules and regulation of Delivery food and depending on the state laws	Ensure fair pay and legal regulations are followed by all members and listed on website	The website currently meets all legal requirements	Need to overlook how we will tax customers once the payment system is implemented.	Needs to be reviewed consistently to adhere to new regulations.
<b>Global</b>	Having a delivery system would require hiring new delivery personnel	The delivery system can create local jobs for NY residents or we can outsource to delivery services such as UberEats, DoorDash, etc.	our delivery system will create more jobs for people already working in apps such as DoorDash.	Need to develop a plan to have food delivered to be warm when it arrives to customers.	Feedback from delivery customers needs to be reviewed.

### **TECHNOLOGICAL APPROACH**

*[Execute the plan for the technologies for the project. Document the actual technologies used and the outcome vs. what was planned.]*

Technology	Planned Action	Actual Action	Outcome	Variance	Comments
<b>Database management system</b>	Setup and use the back4app database to read orders.	Use HTML/CSS to design the admin dashboard and to setup database for orders	We currently have a database connected to our website that works with new orders received.	Decided not to use Microsoft access to create a database.	Review codes and test system consistently
<b>Github</b>	Github for the collaborative coding process.	Team was able to work on codes together using Github	We created a menu and ordering system for the website.	No variance	Update UI for new functionalities.
<b>Lucid chart</b>	Develop UML diagrams to show our order placement system. .	Developed charts in Lucid charts to show our ordering front and back-end systems.	Lucid chart visualized our system to stakeholders.	No variance	Lucid chart helped visualize complicated workings of the system
<b>ZOOM/ Whatsapp</b>	Use ZOOM to brainstorm and decide use of new ideas, and use whatsapp to collaborate and schedule steps of the project	We used Whatsapp to stay connected. We used Zoom every tuesday to discuss progress.	Team was able to stay in contact at all times	We Didn't need to use emails to share files as we can share files through Whatsapp	Good communication resulted in less conflicting ideas.

## APPENDIX C

### PROJECT/PRODUCT/PRESENTATION PEER REVIEW

Review and rate all other team's project, product, presentations, project, product using the scale & criteria below.

- Review: Each team is required to provide a constructive review that justifies each rating.
- Rating Scale: 1 = Poor, 2 = Unsatisfactory, 3 = Average, 4 = Good, 5 = Excellent
- Rating Criteria:
  - Project Quality: Project meets project management quality standards and requirements
  - Product Quality: Product meets quality standards and requirements
  - Presentation Quality:
    - ✓ Content: Accurate, relevant, consistent, complete, serves purpose and audience.
    - ✓ Organization: Content is arranged in a logical order, and flowed smoothly
    - ✓ Delivery: Speakers and sound are audible, images, text, video, clear, visible, and understandable
    - ✓ Length: Presentation completed within allotted time
    - ✓ Subject Matter Proficiency: Presenters show level of understanding and knowledge of subject matter based on correct, appropriate, and timely response to questions

Team	Feedback	Project Rating	Product Rating	Presentation Rating	Total
1.	-content is very organized and flows smoothly -i liked the design of their slides -i liked the timeline they included to show us exactly where they are in their project -great activity diagram -great demo of their system	5	5	5	15
2.	-presenters showed a high level of understanding and knowledge -can hear everyone very clearly -content is very organized and flows smoothly -great demo of their database in Access	5	5	5	15
3.	N/A	N/A	N/A	N/A	N/A
4.	-content is very organized and flows smoothly -explained their awareness planning updates really well -presenters showed a high level of understanding and knowledge	5	5	5	15

	<ul style="list-style-type: none"> <li>-informed us of the issues with their budget and that they had to reallocate funds</li> <li>-the visual for their product backlog could've been color-coded to make it clear which tasks were still in progress, completed, and what still needs to be done</li> <li>-great use case diagram</li> <li>-did a great job at explaining the different actors and their use cases</li> <li>-great demo</li> <li>-great explanation of the updates made to the work plan and project management plan</li> </ul>				
5.	<ul style="list-style-type: none"> <li>-content is very organized and flows smoothly</li> <li>-great uml diagram</li> <li>-great visual for the WBS</li> </ul>	5	5	5	15
6.	<ul style="list-style-type: none"> <li>-content is very organized and flows smoothly</li> <li>-all speakers were audible</li> <li>-presenters showed high level of understanding and knowledge</li> <li>-great visual of the schedule</li> <li>-website looks really good, great design</li> </ul>	5	5	5	15
7.	<ul style="list-style-type: none"> <li>-did great job at providing a summary of each sprint's outcomes</li> <li>-great user diagram and class diagram</li> <li>-content is very organized and flows smoothly</li> <li>-I like how it was clear what each person's role was and the work that they did</li> <li>-product meets quality standards and requirements</li> <li>-great demo</li> <li>-presenters showed high level of understanding and knowledge</li> </ul>	5	5	5	15

## APPENDIX D

### AGILE/SCRUM PROJECT

**Agile Artifacts:** Complete the related agile artifacts.

**Business Analyst Role assigned to Team Member Name:** \_\_Christian\_\_

**Product Backlog:** Update final product backlog with any changes

ID	Item	User Story	Estimate (Days)	Priority	Sprint	Status
1	Menu	As a customer, I can browse the Cuts & Slices website.	5	Medium	1	Completed
2	Order Placement	As a customer, I can add menu items to my cart.	6	High	1	Completed
3	Authentication	As a customer, I can login to the website.	3	High	3	To Do
4	Order Placement	As a customer, I can check out my order for delivery.	6	High	2	To Do
5	Admin Dashboard	As a restaurant admin, I can review in progress orders.	6	High	1	Completed
6	Order Management	As a restaurant admin, I can update the status of an order.	4	Medium	3	To Do

**Sprint Backlog:** Update Sprint Backlog for final sprint(s). Perform the tasks listed in the Sprint Backlog.

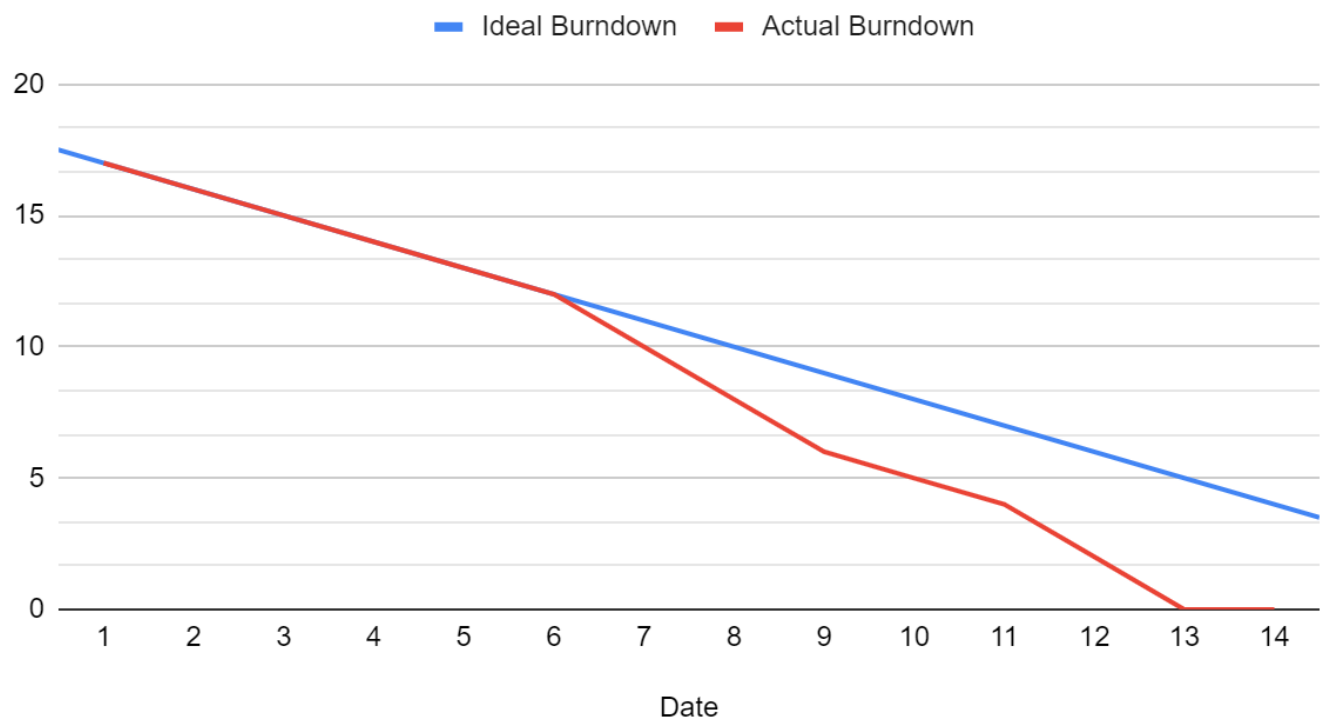
Sprint 1 Backlog

Product Backlog ID	Product Backlog Item	User Story	Task	Task Owner	Estimate (Days)	Actual (Days)	Status
1	Menu	As a customer, I can browse the Cuts & Slices website.	· Use HTML/CSS to copy the designs of the existing pages on the website.	· Nabil	5	5	Completed

2	Order Placement	As a customer, I can add menu items to my cart.	· Use Javascript to hold what items the user wants.	· Nabil	6	4	Completed
5	Admin Dashboard	As a restaurant admin, I can review in progress orders.	· Use HTML/CSS to design the dashboard. · Setup and use the back4app database to read orders.	· Andy	6	4	Completed

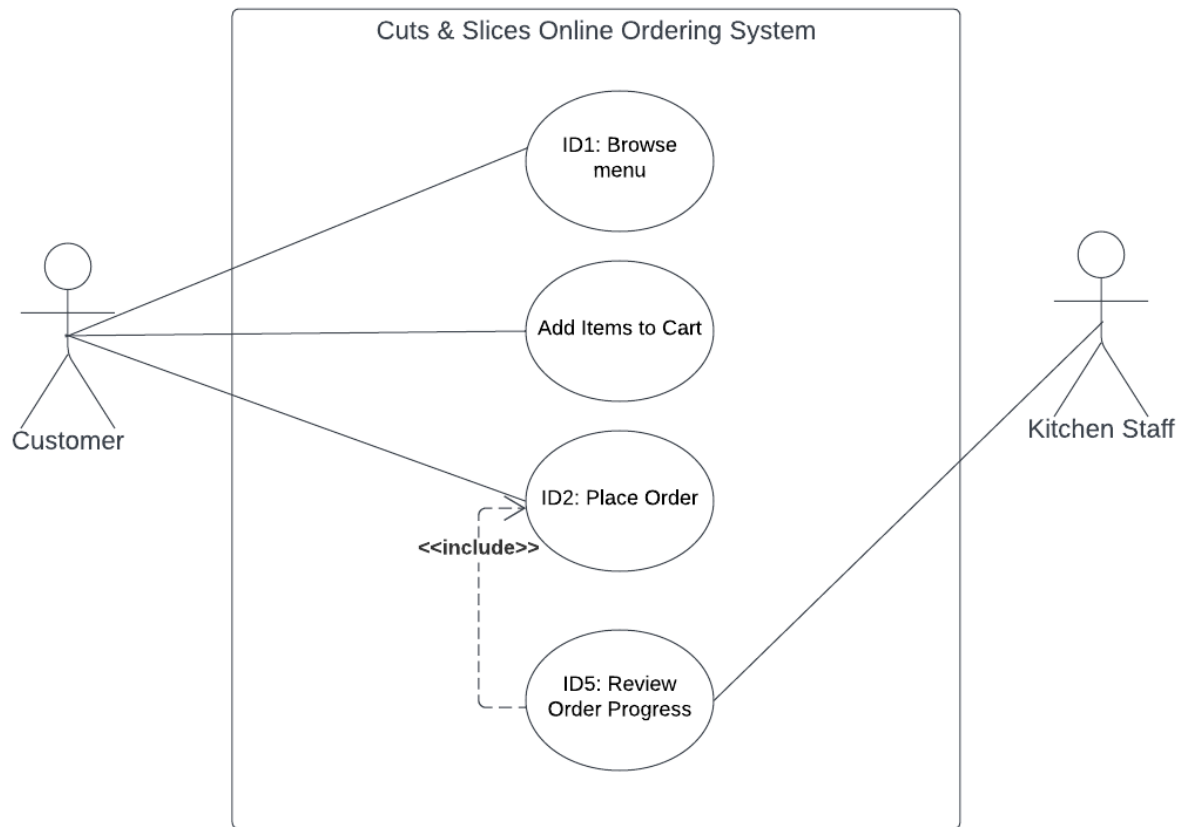
- **Burndown Chart:** Graph counting down from total to zero Sprint Backlog items to be completed for final sprints
- We gave ourselves 17 days of backlog items to complete in this 14 day sprint. We intended for one of the items to be brought into the next sprint.

## Sprint 1 Burndown Chart



**System Analyst Role assigned to Team Member Name:** Shaneil

- Provide one or more design specifications for each completed Sprint Backlog item. The specification could be a UML model/diagram such as a Use Case Diagram or Description, an Activity or Sequence Diagram.



**Programmer Analyst Role assigned to Team Member Name: \_\_\_\_Andy & Nabil\_\_\_\_**

- Provide a sample of the Source Code for completed Sprint Backlog items.

```

// When the user clicks the button, open the modal
function btnFunc(itemName, itemTotal) {
  document.getElementById("myModal").style.display = "block";
  document.getElementById("modelName").innerHTML = itemName;
  document.getElementById("modalPrice").innerHTML = itemTotal;
}

// When the user clicks on <span> (x), close the modal
function spanFunc() {
  document.getElementById("myModal").style.display = "none";
}

// When the user clicks anywhere outside of the input box, refresh total
window.onclick = function(event) {
  if (event.target != document.getElementById("quantity")) {
    var itemNum = document.getElementById("quantity").value;
    var price = Number(document.getElementById("modalPrice").innerHTML.slice(1));
    var totalPrice = "$" + itemNum * price;
    document.getElementById("itemTotal").innerHTML = totalPrice;
  }
}

// When user clicks add to cart, closes modal, refreshes cart total and items to cart
function cartBtnFunc(itemName, itemTotal) {
  //closes modal
  document.getElementById("myModal").style.display = "none";

  var itemTotal = document.getElementById("itemTotal").innerHTML;
  var itemName = document.getElementById("modelName").innerHTML;
  var cartTotal = Number(document.getElementById("cartTotal").innerHTML.slice(1));
  var newTotal = cartTotal + Number(itemTotal.slice(1));

  //refreshes cart total
  document.getElementById("cartTotal").innerHTML = '$' + newTotal;

  //adds items to cart list
  document.getElementById("cartItems").innerHTML += '<ul class="elementor-price-list">';
  document.getElementById("shoppingCart").scrollIntoView({behavior: 'smooth'});
}
  
```

**Quality Management Role assigned to Team Member Name: \_\_\_\_\_Arif\_\_\_\_\_**

- Provide Test Scenario and Screen Prints of tests and results for each completed Sprint Backlog item.
  - a. Adding Menu Items to Cart



APPS & SNACKS

APPS

GARLIC KNOTS (3 KNOTS)

\$2.00

SALMON BITES

\$10.00

PEPPERONI PIN WHEEL

\$6.00

DRINKS

CAN SODA

\$1.50

WATER

\$1.00

APPLE JUICE

\$3.00

DESSERTS

COOKIES

\$1.00 EA

CHOCOLATE CHIP / WHITE CHOCOLATE /  
MACADAMIA / OATMEAL / RAISIN / RED  
VELVET, SUGAR COOKIE

BROOKIES

\$6.00

b. Placing Order

CAN SODA

\$1.50

HOW MANY WOULD YOU LIKE?

4

TOTAL

\$6

ADD TO CART

PEPPERONI PIN WHEEL

\$6.00

APPLE JUICE

\$3.00

CART

CAN SODA

\$6

TOTAL

\$6

CHECKOUT

c. Login / Account Creation Page

LOGIN

USERNAME:

Enter Username

PASSWORD:

Enter Password

SIGN IN

[CREATE ACCOUNT](#)

## APPENDIX E

### PROJECT MANAGEMENT PLAN & WORK PLAN UPDATES

**Project Management Plan Update:** *[Update the Project Management Plan showing the planned vs. actual areas:*

Knowledge Area	Planned Action	Actual Action	Outcome	Variance	Comments
<b>Quality Mgmt</b>	Use project mgmt software to create and manage user stories/product backlog items	Used Excel to keep track of all product backlog items and user stories	Was able to keep track of progress	Didn't use a project mgmt software	Using a project mgmt software would've given us a much cleaner visual
<b>Communication Mgmt</b>	Will use Zoom and WhatsApp for all team meetings and communication	Used Zoom for meetings and WhatsApp for communication	Team was able to stay in contact at all times	No difference	Sometimes there will be late responses to messages in chat. Team started to "@" specific team members for quick response
<b>Escalation</b>	Will use majority rules voting system for all issues	Team voted on all project matters	Allowed the team to move on from issues quickly.	No difference	Helped team avoid any conflict
<b>Risk Mgmt</b>	<ul style="list-style-type: none"><li>- Provide support to team member(s) not proficient in coding</li><li>- Hold sprint retrospectives</li><li>- Load testing</li></ul>	<ul style="list-style-type: none"><li>- Team members most proficient in coding were the designated programmers</li><li>- Held sprint retrospectives</li></ul>	<ul style="list-style-type: none"><li>- Saved time by having skilled programmers</li><li>- Held a meeting at the end of project phase</li></ul>	<ul style="list-style-type: none"><li>- Load testing hasn't been done</li><li>- Didn't need to provide any support</li></ul>	Team was able to make fast progress and minimized the chance of future issues with code
<b>Procurement Mgmt</b>	<ul style="list-style-type: none"><li>- Use IDE for writing code</li><li>- Github for the collaborative coding process</li><li>- Use back4app for backend</li></ul>	<ul style="list-style-type: none"><li>- Used IDE for writing code</li><li>- Github for the collaborative coding process</li><li>- Used back4app for backend</li></ul>	Coding process went smoothly and team members were able to work collaboratively	No difference	Was successful in implementing the system using these items
<b>Stakeholder Mgmt</b>	<ul style="list-style-type: none"><li>- Communicate with stakeholders throughout the project</li></ul>	<ul style="list-style-type: none"><li>- Communicated with stakeholders throughout the project</li></ul>	Stakeholders remained updated on any changes or issues that may have come up	No difference	Remained adaptable to the diverse needs of stakeholders

**Work Plan Update:** *[Update the Project Work Plan showing the planned vs. actual areas:*

- *WBS (Scope Baseline)*
- *Schedule with Duration, Start and Finish Dates (Schedule Baseline)*

- Resources
- Cost with funding limit of \$200,000 (Scope Baseline)
- Reserves to address Identified Risks]

Cuts & Slices Work Plan												
Task	Duration	Actual Duration	Planned Start	Planned Finish	Actual Start	Actual Finish	Predecessors	Actual Predessors	Cost	Actual Cost	Resources	Actual Resources
1 Project Name	86 days	86 days	9/13/2023	12/8/2023	9/13/2023	12/8/2023			\$200,000	\$200,000		
1.1 Initiating	5 days	5 days	9/13/2023	9/17/2023	9/13/2023	9/17/2023					PM, BA	PM, BA
1.2 Planning	10 days	10 days	9/17/2023	9/27/2023	9/17/2023	9/27/2023	1	1	\$20,000	\$20,000	PM, BA,HR	PM, BA,HR
1.3 Executing	71 days	71 days	9/28/2023	9/28/2023	9/28/2023	9/28/2023			\$180,000	\$180,000		
Sprint 1												
1.3.1 Analysis	5 days	10 days	9/29/2023	10/3/2023	9/29/2023	10/8/2023	2	2	\$4,000	\$8,000	BA	BA
1.3.2 Design	5 days	10 days	10/3/2023	10/7/2023	10/8/2023	10/17/2023	3	3	\$4,500	\$9,000	SA	SA
1.3.3 Coding	4 days	8 days	10/7/2023	10/10/2023	10/17/2023	10/24/2023	4	4	\$5,000	\$10,000	PA	PA
1.3.4 Testing	4 days	8 days	10/10/2023	10/13/2023	10/24/2023	10/31/2023	5	5	\$6,500	\$13,000	QA	QA
1.3.5 Documentaion Tasks	2 days	4 days	10/13/2023	10/14/2023	10/31/2023	11/3/2023	6	6	\$10,000	\$20,000	PM	PM
1.4 Phase 1	20 days	40 days	10/15/203	10/15/2023	11/4/2023	11/4/2023			\$30,000	\$60,000		
Sprint 2												
1.4.1 Analysis	5 days	5 days	10/16/2023	10/31/2023	11/5/2023	11/9/2023	8	8	\$4,000	\$4,000	BA	BA
1.4.2 Design	5 days	5 days	10/20/2023	11/4/2023	11/9/2023	11/13/2023	9	9	\$4,500	\$4,500	SA	SA

1.4.3 Coding	4 days	4 days	10/24/2023	11/8/2023	11/13/2023	11/16/2023	10	10	\$5,000	\$5,000	PA	PA
1.4.4 Testing	4 days	4 days	10/27/2023	10/30/2023	11/16/2023	11/19/2023	11	11	\$6,500	\$6,500	QA	QA
1.4.5 Documentaion Tasks	2 days	2 days	10/30/2023	10/31/2023	11/19/2023	11/20/2023	12	12	\$10,000	\$10,000	PM	PM
1.5 Phase 2	20 days	20 days	11/1/2023	11/1/2023	11/22/2023	11/22/2023			\$30,000	\$30,000		
Sprint 3												
1.5.1 Analysis	5 days		11/3/2023	11/7/2023			14		\$4,000		BA	
1.5.2 Design	5 days		11/7/2023	11/11/2023			15		\$4,500		SA	
1.5.3 Coding	4 days		11/11/2023	11/14/2023			16		\$5,000		PA	
1.5.4 Testing	4 days		11/14/2023	11/17/2023			17		\$6,500		QA	
1.5.5 Documentaion Tasks	2 days		11/17/2023	11/18/2206			18		\$10,000		PM	
1.6 Phase 3	20 days		11/19/2023	11/19/2023					\$30,000			
1.7 Final Phase Total	60 days	60 days	11/22/2023	11/22/2023					\$90,000	\$90,000		
1.8 Release	5 days	5 days	11/24/2023	11/28/2023	11/24/2023	11/28/2023	20	14	\$15,000	\$15,000	QA	QA
1.9 Maintenance	3 days	3 days	12/01/20234	12/3/2023	12/01/20234	12/3/2023	21	15	\$25,000	\$25,000	PM, PA	PM, PA
1.10 Controlling	2 days	2 days	12/5/2023	12/6/2023	12/5/2023	12/6/2023	22	16	\$30,000	\$30,000	PM, BA,SA	PM, BA,SA
1.11 Closing	1 days	1 days	12/8/2023	12/8/2023	12/8/2023	12/8/2023	23	17	\$20,000	\$20,000	PM	PM
1.12 Final Result	0 days	0 days							\$0.00	\$0.00		

## **APPENDIX F**

## PROJECT REPORTING

Project Team: 3 Project Title: Cuts & Slices Online Ordering System Date Prepared: 11/05/2023  
 Reporting Period Start Date: 10/31/2023 Reporting Period End Date: 11/17/2023

### Status Report

**Project Status Summary:** *Provide brief overview of how the project is progressing as of the reporting date.*

- The project has been progressing well as of 11/13/2023. Despite a couple of delays due to a lack of communication and scheduling conflicts with team members, we have still been able to remain mostly on schedule and have gotten all the work needed to be done, completed by the required dates. We have also remained within scope as well as within budget despite the delays.

**Status:** *Based on variance between the planned and actual performance metrics, or other EVM formulae.*

**Green (On-track), Yellow (At risk), Red (Off-track)**

Performance Metrics	Status	Notes
Scope	Green (On-track)	We are still within our scope and capable of all the tasks required
Schedule	Yellow (At risk)	Due to communication, there was a slight delay causing us to be behind, however, we are still on schedule to complete the project on time.
Budget	Green (On-track)	Still within the budget of \$200,000

### Progress Report

Tasks completed this reporting period

Assigned Team Member	Tasks Completed	Work Plan ID	Baseline Completion Date	Actual Completion Date	No. of Tasks	Workload % Total Tasks = [(No. of Tasks ÷ Total Tasks)] x 100
Nabil	Creating the demo	5	11/11	11/12	2	12%
Andy	Including functionality to demo	2	11/13	11/15	3	24%
Christian	Adjusting the WBS	6	11/07	11/11	1	8%
Tiffany	Progress reporting	4	11/17	11/17	2	12%
Shaneil	Creating a use case diagram	1	11/09	11/12	3	24%
Arif	Quality assurance of demo	3	11/16	11/16	1	8%

Tasks planned for next reporting period

No.	Tasks to be Completed	Work Plan ID	Assigned Team Member	Planned Start Date	Planned Finish Date
1	adjustments to demo	7	Nabil & Andy	11/18	11/30
2	quality assurance of new demo	8	Arif	11/25	11/30
3	project performance analysis	9	Shaneil	11/26	11/30

4	Further project reporting	10	Tiffany	11/23	11/30
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**Change Control Log:** *Indicate any major change planned and/or completed during the reporting period.*

Change Description/Impact	Responsible Person	Status	Due Date	Completion Date
New features/ functions	Nabil / Andy	In progress	11/17	11/17
Changes in WBS	Christian	In progress	11/15	11/11

**Issues Log:** *List any issue or defect impacting the project during the reporting period.*

Status: Use one of the following:

- Open
- Work in Progress
- Resolved
- No Action Needed

No.	Description	Status	Assigned to	Date Resolved
1	Stay on time and communication	Resolved	Team Members	11/01/2023
2	Making sure we say in Budget	Resolved	Christian	11/01/2023
3	Some team members only know the basic skills in coding	Resolved	Team Members	11/17/2023

**Lessons Learned Report:** *Complete the Lesson Learned with the most appropriate responses for the Project Phase.*

1.	<p>What things the team did well?</p> <p><b>In the project we did an excellent job on presenting our project on the background of the company of Cut and Slices, explaining the product backlog, the Cut and Slices website on building the Shopping Cart icon, quality items you can choose and getting the total prices on the items, showing the Agile process and staying on track with work plan ( WBS ).</b></p>
2.	<p>What things the team did not do well and why?</p> <p><b>We did our tasks, but if we need help then we communicate with each other for help and share feedback with each other, which is good to understand the tasks better. Most important thing we did was ask for help and communicate with each other to have a better understanding.</b></p>

3.	<p>What areas of the project does the team plan to improve for the next deliverable, and how?</p> <p><b>We are going to work on the communications part because we were behind a little bit, but now on track. The main thing we are going to work on is communicating with each other to stay on track.</b></p>

**APPENDIX G**  
**REFERENCE/INTEGRITY/SIGNATURES**

**Citation/Reference:** Cite all sources using a standard format (e.g., APA or MLA)

- Reproduced content should follow the related copyright policy
- Indicate N/A, Not Applicable, or None in the reference section if no source used

N/A

**Integrity Statement** Prepare an Integrity Statement affirming that the work submitted the team is:

We, the members of Group 3, hereby affirm that the work submitted by our team is our own original work, was not outsourced, provided by a third party, or written using artificial intelligence, and the team complied with the college's "Academic Honesty" policies. We also affirm that our work is ethical and truthful and does not contain any intentionally false information.

**Project Team Members Names and Signature:**

#	Team Member Name	Signature	Date
1	<u>Shaneil Webley-Roberts</u>	<u>Shaneil Webley-Roberts</u>	<u>11/17/23</u>
2	<u>Andy Leon</u>	<u>Andy Leon</u>	<u>11/17/23</u>
3	<u>Tiffany Tran</u>	<u>Tiffany Tran</u>	<u>11/17/23</u>
4	<u>Christian Sierra Perez</u>	<u>Christian Sierra Perez</u>	<u>11/17/23</u>
5	<u>Nabil Fayak</u>	<u>Nabil Fayak</u>	<u>11/17/23</u>
6	<u>Arif Ahmed</u>	<u>Arif Ahmed</u>	<u>11/17/23</u>