E-Voter

Miles Griffith, Nathan Ross, Vital Kyungu, & Brooks Halliday

02/23/25

Weekly Report

### Staffing

 **Project Lead:** Nathan Ross - Oversees project progress, facilitates meetings, and ensures task completion.

 **Communications Manager:** Brooks Halliday - Manages team communications and external interactions.

**Scribe:** Vital Kyungu -Takes meeting notes and documents key discussions.

**Document Manager:** Miles griffith -Organizes and maintains project documents.

 **Merge Manager:** Nathan Ross - Handles final integration of code changes in GitHub.

 **Quality Assurance:** Rotating role - Ensures work meets defined quality expectations.

### Task Lists

Project Board [Link](https://github.com/users/CrypticWaffles/projects/4/views/1?query=sort%3Aupdated-desc+is%3Aopen)

#### To-Do

| **Task** | **Assignee** | **Start Date** | **Date Completed** | **Due Date** | **Progress %** | **Accountability Staff** |
| --- | --- | --- | --- | --- | --- | --- |
| Basic webpage |  |  |  |  |  | Nathan Ross |
| Video System |  |  |  |  |  | Nathan Ross |
| Voting System |  |  |  |  |  | Nathan Ross |
| feedback System |  |  |  |  |  | Nathan Ross |
| ZIP System |  |  |  |  |  | Nathan Ross |

#### In Progress

| **Task** | **Assignee** | **Start Date** | **Date Completed** | **Due Date** | **Progress %** | **Accountability Staff** |
| --- | --- | --- | --- | --- | --- | --- |
| Team Charter Update | Vital Kyungu | 02/27/25 |  | 03/02/25 |  | Nathan Ross |

#### Completed

| **Task** | **Assignee** | **Start Date** | **Date Completed** | **Due Date** | **Progress %** | **Accountability Staff** |
| --- | --- | --- | --- | --- | --- | --- |
| Use Case Scenario Cards | Nathan Ross | 02/26/25 | 02/28/25 | 03/02/25 | 100% | Miles Griffith |
| ERD | Nathan Ross | 02/26/25 | 02/28/25 | 03/02/25 | 100% | Miles Griffith |
| Sequence Diagrams | Nathan Ross | 02/26/25 | 02/28/25 | 03/02/25 | 100% | Miles Griffith |
| API URLs & Data Models | Miles Griffith | 02/26/25 | 03/01/25 | 03/02/25 | 100% | Vital Kyungu |
| CRC | Miles Griffith | 02/26/25 | 02/28/25 | 03/02/25 | 100% |  |
| Non-Functional Requirements | Miles Griffith | 02/26/25 | 02/28/25 | 03/02/25 | 100% |  |
| TOR | Miles Griffith | 02/26/25 | 03/01/25 | 03/02/25 | 100% |  |
| SRS Traceability+ | Miles Griffith | 03/01/25 | 03/01/25 | 03/02/25 | 100% | Vital Kyungu |
| Class Diagrams | Brooks Halliday | 02/27/25 | 03/01/25 | 03/02/25 | 100% | Miles Griffith |
| State Diagrams | Brooks Halliday | 02/27/25 | 03/01/25 | 03/02/25 | 100% | Miles Griffith |
| Preliminary Interface Diagrams | Brooks Halliday | 02/27/25 | 03/01/25 | 03/02/25 | 100% | Miles Griffith |
| Usability Test Plan | Miles Griffith | 03/01/25 | 03/01/25 | 03/02/25 | 100% | Vital Kyungu |
| Team Charter | Vital Kyungu | 03/01/25 | 03/01/25 | 03/02/25 | 100% |  |

### Problems encountered or potential problems expected:

| Problem | Accountability | Cause | Troubleshooting | Solution | Unresolved | Plan |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

### Team Weekly Retrospective

* What went right:
  + We were able to properly divide up the work due this week
  + Most of the other parts of the group work this week went well.
* Analyze thoroughly what went wrong:
  + Some members took a while to perform their tasks.
  + people didn't ask for help when they needed it early enough.
* What you learned from it:
  + Keeping track of a todo list makes sure that all members complete their tasks, we might not have realized they hadn’t completed their assignments and submitted an incomplete report if we didn’t have the backlog!
  + It’s important to remind people that they can ask for help if they're stuck on something, and be supportive
* How you overcame the challenges you perceive caused it:
  + Reminding team members to complete their work earlier rather than later.
* What would you do differently next time:
  + Start having progress reports to let everyone know how done each assignment is throughout the week.