



# Assignment 1

## Project Plan

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## Summary

AFW (Accessible Foods Widget) is a widget designed to make searching for nearby restaurants and foods services easy and convenient. This is done by selecting a centrepoint and showing all nearby restaurants and foods services on a map.

The widget is designed to be used by the general public, particularly those who wish to search for food services.

## Deliverables

Assessment Task	Due Date	Deliverables
Project inception	27/08/2021 11:55 PM	<ul style="list-style-type: none"><li>• Project Plan</li><li>• Risk register</li><li>• Analysis of alternatives for toolchain and platform</li><li>• Individual contribution</li></ul>
Project iteration 1	10/09/2021 11:55 PM	<ul style="list-style-type: none"><li>• Proof of concept code (in git)</li><li>• Product backlog (online)</li><li>• Product review (during workshop)</li><li>• Time logs and task tracking (online)</li><li>• Individual contribution</li></ul>
Project iteration 2	24/09/2021 11:55 PM	<ul style="list-style-type: none"><li>• Milestone code (in git)</li><li>• Product backlog (online)</li><li>• Product review (during workshop)</li><li>• Time logs and task tracking (online)</li><li>• Individual contribution</li></ul>
Project iteration 3	15/10/2021 11:55 PM	<ul style="list-style-type: none"><li>• Completed system (in git)</li><li>• Product acceptance test (during workshop)</li><li>• Time logs and task tracking (online)</li><li>• Individual contribution</li></ul>
Retrospective report	22/10/2021 11:55 PM	Individual reflections on how well the project was managed

## Vision

For restaurant consumers who seek nearby food services, the AFW (Accessible Foods Widget) is a restaurant searching widget that allows quick and easy search of nearby restaurants.

Unlike Google Maps our product is simpler and is more directly catered towards searching for restaurants in an extremely accessible manner.

## Team Organisation

Team Members:

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## Definition of Done

- Acceptance Criteria are met.
- System has been checked and reviewed for bugs and passes all test cases.
- System operates smoothly when released.
- Feature meets the efficiency that was previously decided.
- Users can easily use the feature without difficulty.
- Team meets the time and scope for the project.

## Management Tools

### How will tasks be allocated

All tasks are decided in group meetings, they will then be divided into cards on Trello in the project backlog. If a task is too big and we have two people on that same task, it will be further divided into two separate cards in greater detail.

Tasks are allocated mostly through volunteers. This way team members will be able to choose what they are comfortable with doing. If there are any leftover tasks, the Scrum Master will decide who to give those tasks to, by judging based on the workload they already have. Each team member's strengths and weaknesses are communicated through discussions held in meetings, so that it is easier for the Scrum Master to allocate tasks if needed.

### Time Management

Trello will be the main software used to keep track of the team member's tasks and the overall timeline of the project. Each member will be responsible for adding and updating Trello when they have completed their tasks which allows the team members, especially the scrum master, the overall progress of the project.

There will be no time commitments, when tasks are being allocated to each member, a due date will also be given to ensure all members are sticking to the project timeline.

### How progress is tracked

All progress will be tracked on Trello. In order to keep the Trello board up to date, all team members are responsible for updating the Trello board when tasks are added or completed. In addition, the Scrum Master will monitor the Trello board to see which tasks are still in progress and which tasks are completed.

Communication via Facebook Messenger and Discord will also be used. All completed tasks, tasks that cannot be completed in time or tasks that require additional assistance will

be communicated through these means to all members of the team. The Scrum Master will be the first point of contact for any issues that may arise when completing tasks.

### Storage and management of backlogs

All of the tasks the team decided on will be put in the backlog on Trello. These tasks are written in very short descriptions with no acceptance criteria, user story or team members assigned to them.

Once a task in the backlog gets moved to the 'To Do' list. The team is responsible for coming up with acceptance criteria and user stories for the specific task. The Scrum Master will then decide on a due date on the task.

If the team ever decides to reduce the scope of the project, the tasks under backlog will be moved to 'Archive'.

## Process Models

The main process model that will be utilised will be a variation of the scrum process model where daily standup meetings will be omitted.

The development of the project will begin with the Inception phase and then moving on to sprint. In this variation of the scrum, the team have decided to omit the daily stand up meeting, this is due to the fact that it will impossible due to the current circumstances of COVID-19, but also due to the fact that it will be impossible for every member on the team to have the necessary time for a standup meeting everyday.

The product/project will go through many cycles of the sprint, implementing and gathering feedback from the customers. This cycle will continue until the project is completed.