

SWEng Group 3 Enterprise

QA Self Assessment Sheet

Name: Alex Bennett

Role: Multimedia and Content Manager

How do you feel the project is going in terms of the whole Group's effort?

I think the project is going well. Everybody seems to be pulling their weight, although some people are doing more at the moment, it will all balance out in the end as other people's roles become more prevalent. So far I am happy with how things have been going.

How do you feel the project is going in terms of your individual effort?

I feel alright about my effort. I have not done nearly as much work as PM for example but then again my work does not really begin until we are doing the first and second iteration, so I am not too bothered by it. I try and help out where I can and get involved in things, such as trying to make the best impression I could at the presentation. Although meeting times are sometimes a problem for me if I have work I try and catch up and stay in the loop where I can.

Do you think that you are meeting the QA metrics that you set for the QA Manual (if applicable)

| Metric | Am I meeting it? |
|------------------------------|---|
| Multimedia and Content Cost. | I am meeting the multimedia and content cost metric so far. I have spent nothing on external material at the moment and plan on keeping costs as low as possible for the future. |
| Errors/faults. | So far there have been no faults found in the designs on the HTML tour or the coding of the app pages. I anticipate that there will be errors to come that will be handled accordingly when they arise. |
| Website development cost. | This refers to the money spent to develop the HTML tour. At the moment, the HTML tour has only just begun so is not very large and has not incurred any costs. These will be kept as low as possible going forward. |

I think that everything is going well so far, I didn't have that many metrics to start with but seem to be tracking the ones that I do have.

Do you have any issues with how work is being carried out in the Group? If so, what are they?

I know the finance role is a very busy one, but I would appreciate if possible if they could think a bit more about what is actually needed before asking everyone to do it. Like the saying, measure it 5 times and only cut it once. Because the mess up with the time sheets wasted a lot of everyone's time and took time out of meetings.

Everything else is fine, although I do wish we would stop arranging same day meetings without the consent of people in the group first.

Do you have any issues with how meetings are being carried out in the Group? If so, what are they?

As stated previously, I think that meetings should stick to schedule and if something comes up and a meeting needs to be held, then the whole group should be allowed to vote on a time, instead of the 'meeting leader' for that particular meeting just announcing on slack that there will be a group meeting in X hours. This is the main cause for me missing meetings as I am often otherwise engaged with work etc.

A meeting structure would be a useful thing to go into a meeting with as we often spend a lot of time just dossing about or getting off track, so having a planned structure for the scheduled meetings is something I think we could benefit from and be more efficient as a group.

Do you have any further queries you would like to be brought up in a meeting?

Nothing other than what has already been stated above.