Individual Responsibility

Collaboration Strategy

The strategy that our team has chosen to use is Horizontal Division. Horizontal Division is a type of parallel writing where multiple people can be working on the same document at the same time. Each individual being responsible for a particular section in the document.

Collaboration Activities

Each of us in the team will contributing in all the general activities such as brainstorming, drafting, editing, revising, peer review. Many of the activities will apply as a team and even as the whole group.

Collaboration Role

As an individual contributor, my role simply put it to contribute. Because the collaboration strategy we chose, I will be given a specific section of the SRS and work on that until completed. Along with the collaboration activities that were mentioned.

Documentation Control

We have decided to use Google Docs. It keeps a history of version and changes, while noting who did the changes. It is a perfect tool for writing a document all together. As far as style goes, we have chosen 12pt Arial font.

Collaboration Technology

We have decided to use Slack in order to communicate. This can be used for our individual team, or the entire project all together. Keeps a written record for all that has been communicated. To manage the backlog of all the tasks we need to do, we are going to be using basecamp. A website dedicated to help manage teams. This will be able to show what needs to be done, what has been done, and finally what is currently being worked on.

Conclusion

I will be held responsible for specific sections of the SRS having all my work done on the Google Doc, in addition to helping fellow team members with theirs by providing critical feedback and reviewing for quality assurance. I will be an active member in our collaboration on Slack and on Basecamp, constantly updating what I have completed on Basecamp. Asking questions where questions are due,as well as answering questions I am able to on Slack.

Rubric

