# SFT221 SCRUM Report and Reflections

This report should be completed in the class and submitted at the end of class. Late submissions cannot be accepted without prior approval of the instructor.

**GROUP**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_Group 4\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Members Present**:

|  |  |
| --- | --- |
| 1. Jo Eric - 137057188 | 4. Peralta Joe - 114751209 |
| 2. Nguyen Huu Linh - 118197227 | 5. Dominguez Daniel - 110835188 |
| 3. Jang Hyeri - 115328221 | 6. Sadat Morsal - 102693215 |

## Milestone 6 Tasks

This is the final milestone where you will run the acceptance tests and fix any remaining bugs found. In addition, you will produce a testing report which lists all the tests conducted, the results and whether the bugs were fixed, and the final test passed. You will also review the test matrix to ensure every test has been performed and passed. You can change the colour of the test in the matrix to show it was run and passed. At the end, all tests in the matrix should have been passed.

The final test report can be tabular like this:

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| --- | --- | --- | --- |
| Function/acceptance/requirement | Test Run | Bugs Fixed | Passed |
| Distance | TF001 | Did not handle negative coordinates | 🗹 |
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**Deliverables Due at end of Lab:**

* SCRUM Report and reflections

**Deliverables Due at 23:59 4 Days after Lab:**

* Execute acceptance tests(results in Jira), and debug.
* Updated function-test matrix stored to the repository.
* Final Testing report listing tests conducted, bugs fixed and the final test passed.

**Rubric**

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| --- | --- | --- |
| Individual | Group Participation | 75% |
|  | Teamwork | 10% |
|  | SCRUM Report & reflections | 15% |
| Group | Updated test matrix | 20% |
|  | Final test report | 20% |
|  | Test Execution (performed, results recorded, issues created) | 10% |
|  | Debugging (Bugs fixed, documented, Jira updated) | 5% |
|  | Git Usage (used properly with good structure) | 5% |
|  | Jira Usage (creates issues, tracks progress) | 5% |
|  | Meets Deadlines | 5% |
|  | SCRUM Report & reflections | 30% |

**SCRUM Report**

**Summary of Tasks Completed or Delayed in the last week:**

Here you can list all of the tasks completed in the last week along with any tasks which could not be completed with a reason why they could not be completed.

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| --- | --- | --- |
| **Member** | **Tasks Completed** | **Tasks Delayed/Blocked** |
| **Eric Jo** | * Execute acceptance tests (results in Jira), * Helping bugs fixed. * Checking JIRA, GitHub for last milestone. * Filling scrum Report. | **There are no tasks delayed or blocked** |
| **Hyeri Jang** | * Filling scrum Report. * Final testing report listing tests conducted * Helping bugs fixed, and the final test passed. | **There are no tasks delayed or blocked** |
| **Daniel Dominguez** | * Updated function-test matrix stored in the repository * Helping Final testing report listing tests conducted * Helped in answering questions in scrum report. | **There are no tasks delayed or blocked** |
| **Nguyen Huu Linh** | * Helping Checking JIRA, GitHub. * Helping Final testing report listing tests conducted. * Filling scrum Report. | **There are no tasks delayed or blocked** |
| **Joe Peralta** | * Bugs fixed and the final test passed. * Filling scrum Report. * Helping Final testing report listing tests conducte. | **There are no tasks delayed or blocked** |
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For every task delayed or blocked, describe the reason for the delay or block, how it impacts the project and the proposed solution or workaround**.**

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| --- | --- |
| **Delayed or Blocked Task** | **There are no tasks delayed or blocked** |
| **Reason for delay or block** | **There are no tasks delayed or blocked** |
| **Impact on Project** | **There are no tasks delayed or blocked** |
| **Solution or work-around** | **There are no tasks delayed or blocked** |
|  |  |
| **Delayed or Blocked Task** | **There are no tasks delayed or blocked** |
| **Reason for delay or block** | **There are no tasks delayed or blocked** |
| **Impact on Project** | **There are no tasks delayed or blocked** |
| **Solution or work-around** | **There are no tasks delayed or blocked** |

**Summary of Meeting:**

A summary of the main points discusses in the meeting and the outcomes of the discussions.

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| --- | --- | --- |
| Topic | Discussion Summary | Outcome |
| All members have participated well | **Reduces the amount of time planning the requirements that needed to be done to successfully complete milestone 6.** | **resulting in a tangible reduction in preparation time** |
| Focused Resource Allocation | **Through collaborative engagement, the class demonstrated its ability to allocate resources more effectively. This focus led to optimized resource utilization and an increased alignment with the project's objectives.** | **the conversation highlighted the class's proficiency in resource allocation, ensuring optimal utilization that aligns with project objectives** |
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**Summary of Decisions Made:**

This will include major architecture and design decisions, testing decisions, prioritization of tasks, dealing with problems encountered and other major outcomes from the meeting.

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| --- | --- |
| Decision | Rationale |
| Execute acceptance tests(results in Jira), and debug. | Acceptance tests validate that the system meets business requirements. Storing them in a repository ensures versioning and collaboration, allowing team members to access and update the tests as needed. |
| Updated function-test matrix stored to the repository | It helps in understanding how different components are connected and ensures that changes in one area can be tracked to their impact on others. |
| Final Testing report listing tests conducted, bugs fixed and the final test passed | Compiling a final testing report provides a comprehensive overview of the testing process. It includes tests conducted, bugs identified and resolved, and the final tests that were successful. |
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**Tasks Attempted During Meeting:**

Each member is assumed to participate in the SCRUM meeting and contribute to the completion of the SCRUM report and reflections. Since the SCRUM meeting will not take more than 20-30 minutes, there is lots of time left to undertake some of the actual work tasks. In the table below, each member should list what they did to complete the SCRUM report, the reflections, and 1-4 other tasks they completed during the class period. If a task could not be completed, the student should indicate why this was not possible.

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| --- | --- | --- | --- |
| Member | Task Attempted | Time Spent | Complete? |
| Eric Jo | **Assigned Tasks to each member** **Decision making**  **Summary of meeting** | **15m** | **Yes** |
| Hyeri Jang | **Completed reflection question #1**  **Filling Reflection 2**  **Filling “Things That Went Well in This Meeting:”** | **20m** | **Yes** |
| Daniel Dominguez | **Completed reflection question #2, partially #4, overall scrum report refinement**  **“Things That Did NOT go Well in This Meeting”** | **15m** | **Yes** |
| Joe Peralta | **Completed reflection question #4**  **“Things That Went Well in This Meeting:”** | **18m** | **Yes** |
| Nguyen Huu Linh | **Filling Reflection 1 and 2**  **“Things That Did NOT go Well in This Meeting”**  **“Things That Did NOT go Well in This Meeting”** | **20m** | **Yes** |
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**SCRUM Tasks Selected for Next Week**:

The tasks each member has selected to pursue for this class or the next week.

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| --- | --- |
| Group Member | Task Description |
|  | MS6 is the last group post in the project. |
|  | MS6 is the last group post in the project. |
|  | MS6 is the last group post in the project. |
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**Major Outcomes of Meeting:**

This is where you should highlight the major accomplishments of the class.

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| Outcome | Impact on Project |
| Enhanced work environment | **The team has made significant progress in the work environment of the project. By addressing areas of improvement on platforms like GitHub and Jira, Group has established a clearer, more organized, and efficient collaboration space.** |
| Unified Team Participation | **A significant achievement was the unified participation of all group members.** |
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**Things That Went Well in This Meeting:**

Here you can highlight things which worked well. This indicates that the way you worked on these items is working and should be continued.

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| Topic/Work Item | Reason for Success |
| Shared Commitment to Growth | **The meeting's outcomes showcased the group's shared commitment to growth and improvement. By actively addressing challenges and capitalizing on opportunities, the class demonstrated its dedication to advancing both individually and collectively.** |
| Catalyst for Progress | **Ultimately, the meeting's achievements acted as a catalyst for the class's progress. The identified accomplishments became milestones on the journey towards project success, highlighting the positive impact of group's collaborative efforts.** |
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**Things That Did NOT go Well in This Meeting:**

This is where you can list things which did not go well in the class. You should analyze why this happened and suggest how you can improve it next time. This will lead to the goal of *continuous process improvement*.

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| Topic/Work Item | Reason for Problem and How to do Better |
| Limited Problem Resolution | **Complex issues or diverging opinions might have contributed to challenges in reaching a consensus.**  **Improvement: Establishing a structured problem-solving approach, defining action plans, and setting follow-up discussions can help tackle challenges more effectively.** |
|  |  |
| Lack of Documented Follow-Up | **Some action items and decisions were not well-documented, leading to potential confusion later on.**  **This could have been due to oversight or a lack of a standardized process for documenting action items.**  **Improvement: Implementing a standardized process for documenting decisions, action items, responsible parties, and deadlines could ensure clear follow-up and accountability.** |
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**Reflections**:

1. Although we wrote a report on the testing that shows which tests were run and passed or failed, we also updated the function test matrix. What are the advantages of updating the function test matrix in addition to writing the test report?

Updating the function test matrix alongside the test report brings several benefits:

1. Clear Documentation: The matrix outlines what was tested, providing clear documentation of test coverage.

2. Traceability: It links tests to outcomes, showing accountability and helping future reference.

3. Refined Strategy: Insights from the matrix help refine testing plans for upcoming releases.

4. Identify Gaps: It reveals untested areas, ensuring comprehensive coverage and minimizing redundancy.

5. Compliance Support: Vital for compliance by providing evidence of thorough testing efforts.

6. Improvement: Learn from each cycle to enhance future testing and software quality.

In summary, an updated matrix and test report provide comprehensive testing insights, aiding decision-making and bolstering software reliability.

1. Teamwork on a project like this is vital to success. How well did your team work? If it worked well, what contributed to its success? If it did not work well, what contributed to the problems?  
     
   Teamwork was pivotal to our project's success. Our team functioned well due to:

1. Clear Communication: Regular and transparent communication kept everyone informed and aligned.

2. Roles Defined: Defined responsibilities minimized confusion and maximized efficiency.

3.Collaborative Environment: Openness fostered idea-sharing and mutual support.

4.Respect for Diverse Views: Embracing varied perspectives enriched discussions.

5.Effective Problem-Solving: Challenges were tackled through collective brainstorming.

6. Adaptability: Flexibility in adjusting plans ensured progress despite surprises.

8.Constructive Feedback: A culture of helpful critique led to continuous improvement.

Overall, our success stemmed from communication, defined roles, collaboration, respect for diverse views, adaptability, shared goals, and feedback.

1. In every milestone you were asked what worked and did not work along the way. Were you able to incorporate what you learned to improving your team’s performance on the next milestone? Did your team learn from its mistakes and improve? If so, why? If not, why?  
     
   In each milestone, we assessed what worked and what didn't, aiming to improve our team's performance in subsequent stages. Yes, our team learned from its mistakes and made improvements based on several key factors:

1. Adaptive Approach: We incorporated our learning from past milestones into our approach. This flexibility allowed us to fine-tune our strategies and processes, leading to better outcomes.

2.Problem Resolution: Addressing the issue of sudden and unconventional meetings, we developed strategies to manage our time more effectively. We tried to anticipate potential urgent discussions and allocated time slots that accommodated different time zones.

3.Effective Communication: To tackle the challenge of midnight meetings, we focused on improving communication. We explored tools and practices that facilitated asynchronous collaboration, reducing the need for real-time meetings.

4.Efficient Workload: To avoid overburdening ourselves, we assessed our workloads and prioritized tasks. We aimed to maintain a sustainable pace to ensure quality without compromising well-being.

5.Reflective Practice: Regularly reflecting on our performance and the impact of our decisions helped us refine our approach. By acknowledging our strengths and areas for improvement, we fostered continuous learning.

However, challenges can persist due to various factors:

1.Time Constraints: Sometimes, external factors like tight deadlines or unforeseen events can disrupt even the best plans, making it challenging to fully address issues.

2.Perfectionism: While we aimed to manage perfectionism, it can be an ongoing struggle to strike the right balance between striving for excellence and managing stress.

3.Communication Hurdles: Despite efforts to enhance asynchronous collaboration, some situations may still require real-time discussions, leading to potential inconvenience.

In summary, our team did learn from past mistakes and endeavored to make improvements in subsequent milestones. Adaptability, effective communication, balanced expectations, workload management, and reflective practices were instrumental in our progress. Challenges, including time constraints and cultural differences, persist, but our commitment to learning and refining our processes remains constant.

1. Did you end up testing the code to the point where you were convinced it worked correctly? Were there any tests that had not passed at the end? If so, what was the impact of this on the project?

We aimed to rigorously assess the code’s functionality and put in many hours of testing to ensure that each function and possibility we could think of was tested thoroughly. While we successfully achieved an outcome of all tests passing, we did encounter many bugs and tests that did not pass along the way, these issues have since been fixed through the course of the debugging portion of this project. The impact of these bugs occurring was minimal as we expected and planned for them accordingly. We gave our testers plenty of time to focus on fixing new and existing bugs through the course of MS4-MS6 as it was crucial to the final assessment of this project.

In conclusion, we managed to complete this project with all test cases passing thanks to the thorough and in-depth coverage from our testers, and the impact of fixing bugs was handled appropriately due to our initial test plan for this project.