

THE SCHOOL OF COMPUTER SCIENCE

UNIVERSITY OF GUELPH

Trick or Eat Requirements Document

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1 CLIENT DETAILS

Meal Exchange is a non-profit organization that works with students across Canada to take a stand against hunger by fundraising and spreading awareness of the harsh realities our society is currently facing. Founded in 1993 at Wilfrid Laurier University, and powered by the idea that the youth could spring into action and help make a difference for families and people across our country, Meal Exchange currently works with over 100 student organizers over 42 campuses, producing a strong group of 12000 student participants eager to help with contributing to Meal Exchange's objective (Meal Exchange, 2014).

Trick or Eat is a national event where students go door-to-door collecting food and funds for those in need. It is Meal Exchange's largest event with approximately 100 communities and over 6000 students participating during the single night of collections: Halloween (Trick or Eat, 2013). Large amounts of planning and preparation goes into the Trick or Eat event to help make the night run smoothly. As one can imagine, the increase of the student volunteers and collection routes is starting to become too much for the current Meal Exchange Coordinators to organize neatly.

They are seeking a solution, and investigating mobile and web development to help create an application to manage all of the volunteer participants, teams, routes of collection and other important information related to the Meal Exchange and Trick or Eat events. The phone app will be able to help participants organize themselves into teams and choose their preferred route of collection, then during the night of the event the phone app will also be able to help them navigate through their route using precise maps and directions.

2 TEAM DETAILS



Marcel Amato - Designer / Coder

Dominic Gagné - Project Manager / Coder

Alexandre Gontcharov Project Manager / Coder

Matthew Tersigni - Team Leader / Coder

Erik Zorn - Wallentin - Quality Assurance / Coder

We are the Freedom Eaters. Our company is dedicated to producing high quality, scalable, enterprise software. Our team consists of five committed, enthusiastic, and passionate individuals.

Each member of our company has their own specialization, a set of tasks to which their individual talents and expertise are geared towards. Matthew, our Team Leader, is responsible for making sure the Company's overarching goals are being met, as well as for resolving

any conflicts between the company members. Marcel, the Designer, is in charge of the design and planning of software systems. Erik, as the Quality Assurance (QA), is in charge of verifying that the final product of any piece of software is of the highest quality. Alexandre and Dominic who are the Project Managers are both tasked with planning and maintaining a proper distributed workload for the entire team. In addition everyone in the team is responsible for implementing the design strategies as Coders brought forth by Marcel.

All major decisions requiring more than one team member's input are carried out in a democratic manner, with a simple majority ruling (three out of five votes). In the event of this democratic method not yielding satisfactory results, or if the team is unable to come to a decision in a civil manner via this strategy, the Team Leader, Matthew, will make a final decision regarding the issue.

Team members' roles remain static over time. While each member of the team works together on the implementation level, their tasks may change to better suit the experience of the team members.

3 REQUIREMENTS

3.1 DEFINITION LIST

Term	Definition
FAQ	FAQ is an acronym for "Frequently Asked Questions", which represents a pre-set list of common questions and their answers.
Event	The Event is the Trick or Eat campaign created by Meal Exchange.
Canvassing	The process of requesting food donations by going door-to-door.
Route	A Route is a predetermined path which will be canvassed for food donations during the Event.
Participant	A Participant is someone that canvases for food donations along a specified Route on the night of the Event.
Bus	Transportation in the form of school buses is provided to shuttle Participants to their assigned Routes.
Bus Route	A Bus Route is a Route that is accessed by a Participant through the utilization of the provided Bus.
Walking Route	A Walking Route is a Route that is accessed by a Participant by walking to the start of the Route.

Driving Route	A Driving Route is a Route for Participants who will be using their own vehicles as a means of transportation.
Bus Drop Off Location	A Bus Drop Off Location is a location near the Participants' Routes where they will be dropped off by the Bus.
Food Drop Off Location	A Food Drop Off Location is a location where Participants bring food for pick up after the completion of their Route.
Team Captain	A Team Captain is a Participant who is in charge of inviting others to participate in the Event; they are also responsible for choosing a Route to follow at the Event.
Team	A Team is a group which contains four or more Participants, including one Team Captain, which will follow the same Route during the Event.
Client	The Client refers to the Meal Exchange staff organizing Trick or Eat.
Administrator	Administrators are the Meal Exchange staff that will be overseeing the Trick or Eat campaign.
Live Chat	Live Chat is two-way instant messaging between an administrator and any other user.

Administrator Portal	The Administrator Portal is a website on which Administrators will be able to manage the Event.
Trick or Eat Portal	The Trick or Eat Portal is a website which provides information about the Event.
Mobile App	The Mobile App is a mobile application which provides on-the-go access to the functionality of the Trick or Eat Portal.
System	The System encompasses all components of the solution being designed, including the Administrator Portal, the Trick or Eat Portal, and the Mobile App.
User	A User is any individual that accesses and interacts with the System.
General Public	The General Public refers to all Users who do not have an account.
Registered User	Registered Users are Users that have signed up for an account (Participants) or have been provided one (Administrators).
Administrator Account	Administrator Accounts are profiles used by Administrators in order to interact with the System in a more meaningful way.

Participant Account	A Participant Account is a profile used by a Participant in order to interact with the System in a more meaningful way.
User Account	User Accounts encompass both Administrator Accounts and Participant Accounts.
Bus Waiver	The contract between Meal Exchange and the Participants detailing provided transportation information.
Participant Waiver	The contract between Meal Exchange and the Participants detailing participation information.
Public Team	A Public Team is a Team which can be viewed by all Users.
Private Team	A Private Team is a Team that can only be viewed by the members of that respective Team and Administrators.
AODA	Accessibility for Ontarians with Disabilities Act
Bus Monitor	A Bus Monitor ensures that all Participants who are boarding a Bus have signed a Bus Waiver and are supposed to be on that Bus.

3.2 REQUIREMENTS LIST

ID	User	Requirement	Functional / System	MuSCoW
1	Administrator	An Administrator must be able to create an Administrator Account.	Functional	Must
2	Administrator	An Administrator must be able to log in to their Administrator Account.	Functional	Must
3	Administrator	An Administrator must be able to log out of their Administrator Account.	Functional	Must
4	Administrator	An Administrator must be able to set the date and time of the Event.	Functional	Must
5	Administrator	An Administrator could be able to create the Event in different regions.	Functional	Could
6	Administrator	An Administrator could be able to create different events with a similar function.	Functional	Could

7	Administrator	An Administrator must be able to create Routes.	Functional	Must
8	Administrator	An Administrator must be able to edit Routes.	Functional	Must
9	Administrator	An Administrator must be able to delete Routes.	Functional	Must
10	Administrator	An Administrator must be able to mark a Route as a Bus Route, Walking Route, or Driving Route.	Functional	Must
11	Administrator	An Administrator must be able to identify a Route as accessible.	Functional	Must
12	Administrator	An Administrator must be able to identify the maximum number of Participants for a Route.	Functional	Must
13	Administrator	An Administrator must be able to assign Buses to Routes.	Functional	Must

14	Administrator	An Administrator must be able to see a list of all the Participants on specific Buses.	Functional	Must
15	Administrator	An Administrator must be able to indicate where Bus Drop Off Locations are relative to Routes.	Functional	Must
16	Administrator	An Administrator must be able to upload the Bus Waiver for Participants to sign.	Functional	Must
17	Administrator	An Administrator must be able to upload the Participation Waiver for Participants to sign.	Functional	Must
18	Administrator	An Administrator must be able to replace the Bus Waiver with an updated one for each Event.	Functional	Must

19	Administrator	An Administrator must be able to replace the Participation Waiver with an updated one for each Event.	Functional	Must
20	Administrator	An Administrator must be able to view the status of whether or not Participants have signed their Participation Waiver.	Functional	Must
21	Administrator	An Administrator must be able to view the status of whether or not Participants have signed their Bus Waiver.	Functional	Must
22	Administrator	An Administrator could have access to the number of houses that have made donations on specific Routes.	Functional	Could
23	Administrator	An Administrator must be able to participate in a Live Chat.	Functional	Must

24	Administrator	An Administrator must be able to identify the Team Captain of any Team.	Functional	Must
25	Administrator	An Administrator should be able to send an e-mail to all Participants.	Functional	Should
26	Administrator	An Administrator could be able to send an e-mail to all the Participants of a particular Team.	Functional	Could
27	Participant	A Participant must be able to create a Participant Account.	Functional	Must
28	Participant	A Participant must be able to sign up as a Team Captain when creating a Participant Account.	Functional	Must
29	Participant	A Participant must be able to log into their Participant Account.	Functional	Must
30	Participant	A Participant must be able to log out of their Participant Account.	Functional	Must

31	Participant	A Team Captain must be able to create a team during the sign-up process.	Functional	Must
32	Participant	A Team Captain must be able to indicate their Team's name.	Functional	Must
33	Participant	A Team Captain must be able to invite at least three Participants to join their Team.	Functional	Must
34	Participant	A Team Captain must not be able to invite no more than four Participants to join their Team.	Functional	Must
35	Participant	A Team Captain should be able to choose whether their Team is a Public Team or a Private Team.	Functional	Should
36	Participant	A Participant who is not a Team Captain should be able to browse a list of Public Teams.	Functional	Should

37	Participant	A Participant who is not a Team Captain should be able to request to join a Public Team.	Functional	Should
38	Participant	Team Captains should be able to accept Participants' applications to join their Team.	Functional	Should
39	Participant	Team Captains should be able to reject Participants' applications to join their Team.	Functional	Should
40	Participant	A Participant who is not a Team Captain should be able to remove themselves from their Team.	Functional	Should
41	Participant	A Team Captain must be able to indicate whether their Team will be Canvassing on a Bus Route, a Walking Route, or a Driving Route.	Functional	Must

42	Participant	A Participant must be able to indicate if they have accessibility needs.	Functional	Must
43	Participant	A Participant must be able to indicate if they are a University Student or not.	Functional	Must
44	Participant	A Team Captain must be able to view a list of Routes.	Functional	Must
45	Participant	A Team Captain must be able to choose their Route(s).	Functional	Must
46	Participant	A Team Captain whose Team includes a Participant with accessibility needs must be able to choose from a list of accessible Routes.	Functional	Must
47	Participant	A Team must not be able to sign up for a Route that has reached its maximum number of Participants.	Functional	Must
48	Participant	A Participant must be able to see which Route(s) their Team is assigned.	Functional	Must

49	Participant	A Participant on a Bus Route must be provided with a Bus Waiver to be signed.	Functional	Must
50	Participant	A Participant must be provided with a Participation Waiver to be signed.	Functional	Must
51	Participant	A Participant must be able to participate in a Live Chat.	Functional	Must
52	Participant	A Participant must be able to make a monetary donation using the existing Meal Exchange donation system.	Functional	Must
53	Participant	A Participant must be able to opt out of receiving e-mails.	Functional	Must
54	Participant	A Participant should receive a courtesy e-mail thanking them for their participation after the event.	Functional	Should

55	Participant	A Participant should be reminded of important information about what they will be doing by an e-mail on the night of the event.	Functional	Should
56	Participant	A Participant must be able to opt out of push notifications for their phone.	Functional	Must
57	Participant	A Participant should be able to delete their Participant Account.	Functional	Should
58	General Public	The General Public must have access to a page that contains general information about Meal Exchange and Trick or Eat.	Functional	Must
59	General Public	The General Public must have access to the FAQ.	Functional	Must

60	General Public	The General Public should have access to information about local agencies involved with food insecurity. (*information coming from Farm to Fork)	Functional	Should
61	General Public	The General Public must be able to access the existing donation system provided by Meal Exchange.	Functional	Must
62	General Public	The General Public should be able to get information about the types of donations they can make (particularly about which foods are accepted).	Functional	Should
63	General Public	The General Public must have access to the Meal Exchange Twitter link.	Functional	Must
64	General Public	The General Public must have access to the Meal Exchange Facebook link.	Functional	Must

65	General Public	The General Public must have access to a map that displays all of the Routes.	Functional	Must
66	General Public	The General Public should be able to check whether their house is on a Route to be Canvassed during the Event.	Functional	Should
67	General Public	The General Public could be able to indicate that they have food donations which they want Participants to pick up during the Event.	Functional	Could
68	General Public	The General Public could have access to the Live Chat.	Functional	Could
69	System	The design must follow the provided colour scheme (blue, black, white, orange).	System	Must
70	System	The app should be compatible with Android 4.1 and above.	System	Should

71	System	The app should be compatible with iOS 7 and above.	System	Should
72	System	The design must follow the minimum level A of the AODA website accessibility requirements. https://www.ontario.ca/page/how-make-websites-accessible section-2	System	Must
73	System	The System must provide access documentation of the University of Guelph's AODA requirements. (https://www.uoguelph.ca/diversity-human-rights/aoda-background)	Functional	Must
74	System	The System could send push notifications to Participants' phones.	Functional	Could
75	System	The Routes must be implemented using Google Maps.	System	Must

76	System	There will not be a forum or message board where any User (including non-Administrators) can answer questions.	Functional	Won't
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4 USER STORIES

4.1 ADMINISTRATOR

1. As an Administrator, I want to be able to create an Administrator Account so that I can properly store information that is relevant to me.
2. As an Administrator, I want to be able to log into my Administrator Account so that I can manage the information that is pertinent to me.
3. As an Administrator, I want to be able to log out of my Administrator Account so that I can secure my information.
4. As an Administrator, I want to be able to set the date and time of the Event so that it can be properly planned by myself and other Administrators.
5. As an Administrator, I want to be able to create Routes so that the Participants will be able to Canvas on the night of the Event.
6. As an Administrator, I want to be able to edit Routes so that I can increase or decrease coverage of a Route based on how many Teams sign up to Canvas each Route.
7. As an Administrator, I want to be able to delete Routes so that I can remove Routes in the event that laws change or areas are inaccessible for any reason.
8. As an Administrator, I want to be able to indicate that a Route is a Bus Route, Walking Route, or Driving Route so that Participants will be able to make an informed decision when choosing a Route to Canvas.

9. As an Administrator, I want to be able to identify a Route as accessible so that Participants with accessibility needs can make an informed decision when choosing a Route to Canvas.
10. As an Administrator, I want to be able to identify the maximum number of Participants for each Route so that there will not be too many Participants on one Route and not enough Participants on other Routes.
11. As an Administrator, I want to be able to assign Buses to Routes so that there is adequate transportation for the Participants who are taking the Bus.
12. As an Administrator, I want to be able to see the list of all the Participants on specific Buses so that Bus monitors can ensure the correct Participants are going to the correct Routes.
13. As an Administrator, I want to be able to indicate where Bus Drop Off Locations are relative to Routes so that Participants will know where they are going to be dropped off by the Bus and where they will start Canvassing.
14. As an Administrator, I want to be able to upload the Bus Waiver for Participants to sign so that Participants who will be Canvassing understand their rights and responsibilities pertaining to Bus Conduct.
15. As an Administrator, I want to be able to upload the Participation Waiver for Participants to sign so that Participants are aware of their rights and responsibilities pertaining to the conduct expected during the Event.

16. As an Administrator, I want to be able to replace the Bus Waiver for Participants to sign so the Bus Waiver can be updated in the event of a change to the Bus Waiver.
17. As an Administrator, I want to be able to replace the Participation Waiver for Participants to sign so that the Participation Waiver can be updated in the event of a change to the Participation Waiver.
18. As an Administrator, I want to be able to view the status of whether or not Participants have signed their Participation Waiver so that I can ensure those who have not signed the Participation Waiver can get one on the night of the Event.
19. As an Administrator, I want to be able to view the status of whether or not Participants have signed their Bus Waiver so that I can ensure those who have not signed the Bus Waiver and are Canvassing a Bus Route can get one on the night of the Event.
20. As an Administrator, I want to be able to participate in the Live Chat so that I can aid those Participants and the General Public who have questions or concerns that are not outlined in the FAQ.
21. As an Administrator, I want to be able to identify the Team Captain of any Team so that I know who is leading each Team and how to contact that Team.

4.2 PARTICIPANT

1. As a Participant, I want to be able to create an Participant Account so that I can properly store information that is relevant to me.

2. As a Participant, I want to be able to sign up as a Team Captain when creating my Participant Account so that I can create a Team and invite Participants to my team.
3. As a Participant, I want to be able to log into my Participant Account so that I can manage the information that is pertinent to me.
4. As a Participant, I want to be able to log out of my Participant Account so that I can secure my information.
5. As a Team Captain, I want to be able to create a Team during the sign-up process so that I can invite other Participants and pick a Route to Canvas.
6. As a Team Captain, I want to be able to indicate my Team's name so that my Team can be easily identified and differentiated from other Teams.
7. As a Team Captain, I want to be able to invite at least three Participants to join my Team so that my Team meets the minimum requirements of the Event.
8. As a Team Captain, I want to be able to invite at most four Participants to join my Team so that my Team meets the minimum requirements of the Event.
9. As a Team Captain, I want to be able to indicate whether my Team will be Canvassing on a Bus Route, a Walking Route, or a Driving Route so that I can Canvas a Route that is more meaningful based on my mode of transportation.
10. As a Participant, I want to be able to indicate if I have accessibility needs so that I can select a Route to Canvas that I am capable of Canvassing based on those specific accessibility needs.

11. As a Participant, I want to be able to indicate if I am a University Student or not so that I can select to take a Bus if that is the means of transportation that I require.
12. As a Team Captain, I want to be able to view a list of Routes so that I can be better informed of which Route to select and where that Route is located.
13. As a Team Captain, I want to be able to select my Route(s) so that my Team has an area to Canvas on the night of the Event.
14. As a Team Captain, I want to be able to choose from a list of accessible Routes if my Team includes a Participant with accessibility needs so that the needs of that Participant can be respected and met.
15. As a Team Captain, I want to not be able to select a Route that has reached its maximum number of Participants so that I can be forced to select a Route that will be more beneficial for the Event.
16. As a Participant, I want to be able to see which Route(s) my Team is assigned to so that I can better plan the night of the Event and not get lost finding said Route(s).
17. As a Participant, I want to be provided with a Bus Waiver if I am taking a Bus Route so that I am informed of the risks and responsibilities attached to being a Bus Route Canvasser.
18. As a Participant, I want to be provided with a Participation Waiver so that I am informed of the risks and responsibilities attached to being a Canvasser in the Event.
19. As a Participant, I want to be able to participate in the Live Chat so that I can clarify any questions I have that are not part of the FAQ.

20. As a Participant, I want to be able to make a monetary donation using the existing Meal Exchange donation system so that I can help work towards a solution to food insecurity.
21. As a Participant, I want to be able to opt out of receiving e-mails so that I can not be spammed with emails when accessing my e-mail account.
22. As a Participant, I want to be able to opt out of receiving push notifications on my mobile device so that I can not be spammed when using my mobile device.

4.3 GENERAL PUBLIC

1. As a member of the General Public, I want to have access to a page that contains general information about Meal Exchange and Trick or Eat so that I can become better informed on these organizations and their goals.
2. As a member of the General Public, I want to see a FAQ section so I can learn more about Trick or Eat and having some of my questions answered without having to access the Live Chat.
3. As a member of the General Public, I want to have access to the existing donation system provided by Meal Exchange so that I can make a monetary donation to the Event.
4. As a member of the General Public, I want to have access to the Meal Exchange Twitter link so that I know all the updated information about the Event as it is posted on Twitter.

5. As a member of the General Public, I want to have access to the Meal Exchange Facebook link so that I know all the updated information about the Event as it is posted on Facebook.
6. As a member of the General Public, I want to have access to a map that displays all of the Routes for the Event so that I can view which areas will be Canvassed for food collection.

5 INDIVIDUAL CONTRIBUTION

5.1 MARCEL AMATO

My biggest strength that will have the greatest impact to my team, lab and class is my close attention to detail. I am thorough while completing tasks, and my perfectionist habits will help to provide a sense of precision and coherence over all areas of my work. As the team designer, I feel that this asset will be a huge benefit, as I will be responsible for sketching a design of the user website, and also planning the arrangement of the information and tools which the user will be directly interacting with. The first impressions that the website conveys to the user is very important, and I am making it my mission to provide the user with a positive experience - assuring that they will not have any uncertainty regarding the website's design and layout.

My biggest weakness that I want to work on this semester is my lack of confidence in expressing my ideas and opinions. I feel that my ideas are creative and useful for most scenarios, but I have difficulty introducing them into the design plan of a large group or class. I feel that my whole group will be able to help me improve on this weakness because their encouraging demeanor will allow me to feel comfortable in discussing elaborate solutions for the problems we face. I plan on improving my confidence by coming prepared to class with my ideas and proposals to certain design issues, and I will also regularly express my thoughts on topics in class, in my lab and with my group.

5.2 DOMINIC GAGNÉ

My greatest strength is my ability to estimate and understand the scale of a project, and recognize the many components of an endeavor that will play a part in the system of the project. I find that I am able to do this while still being able to collaborate with others in an agreeable and productive manner. I foresee this will play a large role in the mediation of conflict between team members, as well as ensuring that each member has their voice heard. In addition to this, I believe that our team will be able to set much more realistic goals if we are able to make reasonable estimates as to how much work may be required for any particular task.

My biggest weakness is my inability to maintain focus on a single key goal over a long period of time without being distracted by smaller, more superficial and unimportant details. I plan to remedy this weakness by writing down (Trello) clear, concise goals, with associated deadlines, and setting those goals as my primary focus. I will need to remind myself periodically of what my current goal is, especially if I find myself being distracted by less paramount issues. All four other team members will be able to work with me in order to help me better myself. This might be done by having other members ask me everyday what my primary goal is for the day, and how long I expect it will take to accomplish.

5.3 ALEXANDRE GONTCHAROV

My biggest asset to my team is my planning and organizing skills. I am able to take a project, and break it down into components, and then take those components, and further break them down into smaller components until they are small precise details that I, my

teammates, and my peers in class and in the lab can work with. Once I thoroughly understand what needs to be done, I can then easily start planning the whole project, or a component of a project, giving it a deadline, how it should be done, and its priority based on how significant it is. In addition to planning the project, I set up meetings for my team and do my best to keep them notified whether through online chats, e-mail, online project boards or even their cell phones. As a result this improves our communication and synergy in the team and everyone can expect something from another team member. Lastly, just as I set up deadlines for our team I have my own deadlines to meet, and with that comes great work ethic - I am willing to get the job done to the best of my abilities.

On the other hand, my biggest weakness is not taking down accurate notes - from class or anywhere else. Whenever I look back at my notes, they're sometimes vague, and I don't recall why I wrote this or that down. In order to overcome this weakness I intend to come to class earlier, and sit near the front. Similarly, I believe coming to class prepared, such as reading the notes will allow me to know what I should be jotting down. Furthermore, just comparing notes with my team after lectures will greatly help me beat my weak point.

5.4 MATTHEW TERSIGNI

My biggest strength is my work ethic and organizational skills. I have a knack for understanding the task at hand and how much time needs to be spent to complete that task. It can be onerous and cumbersome for team members at times to deal with me completing portions of their work, however I have strived to combat this through rigorously communicating with team members. It is my firm belief that these skills will both contribute largely

to the completion of the tasks as they are assigned, and will result in a much better product.

My biggest weakness is my stubbornness; I like when work is done in a specific way and it is very hard for me to part with my own format. I often come up with infeasible ideas that are well above the specifications of the project, and I believe that they will take less time than they actually do to properly implement. It is these over the top ideas that I have trouble letting go of and not actually attempting. This stubbornness results in time wasted trying to complete functionality that is not necessary. I feel that Alexandre will be the team member who will be the most helpful in managing what work will be done at what times, in order to assist me in not succumbing to my own stubbornness.

5.5 ERIK ZORN-WALLENTIN

My biggest strength is my experience working with two different companies full-time building a website and an android app. Both of these jobs taught me what it takes to accomplish these goals, how to follow the requirements of the company, and what it is like to work with non-technical staff. Having experience successfully building a website and an Android app will be an advantage to my team, because I can make sure we don't follow common mistakes and keep on track to completing at least the minimum viable product for the client. I believe that these skills will help our team accomplish any task given to us throughout this semester.

My biggest weakness is that I like being the leader of a group and having a high degree of control of what is happening. This class and my previous full-time jobs have made me realize that I need to take a more relaxed role and allow other people to lead, since in the

real world I will most likely be following orders from other leaders. Dominic always works well with every person and gladly accepts any role to meet the demands of the project, and I would like to learn from him so that I can also easily adapt to any type of project and people I meet. I hope by learning to overcome my weakness that it will better prepare me for when I am looking for a job after I finished University.

6 REFERENCES

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