

Date: 09/24/2024
TA: Shehriar Burney
CS 442 - Fall 2024
Group 7

Week 3 feedback

Weekly Report

This is the rubric I am following to grade the Weekly Reports:

Group Activities

- ☐ All files are loaded where they belong in github, in PDF format, and submitted with meaningful commit messages. ❌
- ☐ The weekly progress report is present, well-named, properly formatted. ✅
- ☐ The weekly progress report header information is complete, and documents an in-person meeting. ✅
- ☐ The weekly progress report documents recent progress for each individual member, if any, or documents no recent progress if a member has not accomplished anything recently. ✅
- ☐ The weekly progress report documents action items for each individual member, indicating what they will be working on in the coming week. ✅

Individual Activities

- ☐ Attended the weekly meeting in person. ✅
- ☐ Came to the meeting on-time and well prepared. ✅
- ☐ Member has documented recent progress. ✅
- ☐ Member has documented action items. ✅
- ☐ Week to week reports show progress is being made.

Things you did well:

- I like that the Weekly Report Template was followed and everything is organized very clearly.
- Everyone had meaningful and separate tasks which will contribute to the progress of this project. It showed that everyone is putting in effort for the project and that work is being done. Good job on that.

Things to improve going forward:

- The commit message on GitHub should be meaningful instead of the default “Add files via upload” message.
 - An example of a message you can put instead is “Weekly Report Submission for Week 3”.
- Please make sure to submit it as a PDF. Currently it does not have a file extension listed and does not show up on GitHub.

Overall, the submission was very good but please make sure to add these changes in the future as it could affect your grade.

Jira

This is the rubric I am following to grade the Jira progress:

Group Activities

- ☐ Project is set up properly and is organized with clear sections, allowing easy navigation and a clear understanding of the current sprint. ✗
- ☐ Current spring has tasks / stories that are clearly defined and categorized into "to do", "in progress", and "done". ✗
- ☐ Stories are assigned to individual team members. ✗
- ☐ ~~Stories are evenly distributed among team members (If not using JIRA)~~
- ☐ Project backlog contains stories for future development (If using JIRA) ✗
- ☐ Regular updates to stories, reflecting consistent team engagement and project progress. ✗

Individual Activities

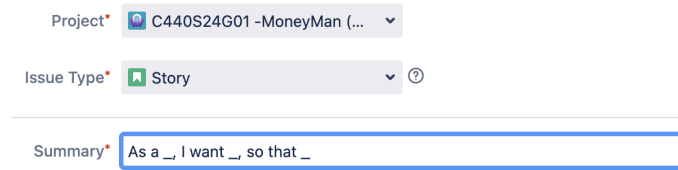
- ☐ Team member has logged in within the last week. ✗
- ☐ Team member has assigned tasks or stories. ✗
- ☐ Team member has recently completed work. ✗
- ☐ Team member activity stream shows active participation. ✗
- ☐ Team member's task status is evolving through the to-do, in progress, done states. ✗

Your group decided to use Jira Scrum configuration, which had been set up for you. However, there seems to have been no work done. **Note: I'm aware that grad students are having trouble accessing Jira, and we're working to resolve the issue. In the meantime, if you have an undergrad team member, please ask them to fill in the details for you.**

For the following weeks, please implement the following changes to Jira as it would affect your grade in the future:

- Please ensure every member accesses Jira weekly and has assigned themselves to a story.
- For simplicity of member identification, please ensure that each member in your group has a unique avatar.
- There should be sprints created per week to showcase what the team is going to achieve in the current week. Currently there is no sprint.

- Each sprint should have stories inside of them. Not tasks. If you want, you can add sub-tasks to each story once it is created. Example:



The screenshot shows a Jira form for creating a new issue. At the top, there is a 'Project' dropdown menu with a red asterisk, currently set to 'C440S24G01 -MoneyMan (...)'. Below it is an 'Issue Type' dropdown menu, also with a red asterisk, set to 'Story' with a green icon. At the bottom, there is a 'Summary' field with a red asterisk, containing the text 'As a _ I want _ so that _'.

- Assign story points to each story. This is the “estimate” tab when you create a story.
- Make sure you have a few items in the backlog throughout this project.
- Tasks need to have changed states (from “To Do” to “In Progress” to “Done”) as the week progresses. This does not mean that each task needs to be completed by the end of the week as it is highly dependent on your group’s progress. But use that as a reference to see how many stories your group can complete within a week for when you are creating new sprints.

If you need further guidance, please reach out to me (sburne4@uic.edu) and we can schedule a meeting to discuss it further.