

Team reflection week 6 - Punch Card

Do this survey weekly to contribute to teachers as well as own evaluation:

<https://forms.gle/NP8V6DU8aTofgF7w7>

The following team reflection will regard Social Contract and Effort, Application of Scrum, and Design decisions and product structure. Each of the sections will answer all of the bullet points mentioned in the PM for the Team Reflection. The reflection will be made by using Smith's model of A (The current situation), B (The desired situation), and C (Feedback to reduce the gap between A and B).

Social contract and Effort

The rules that define how you work together as a team, how it influenced your work, and how it evolved during the project

- A. The Social Contract was established the first week of the project, and has been updated once afterwards. The contract is primarily developed to make a frame on how we work together, specific scheduled meetings, and our attitude towards one another. The update that was added during week 5 was a guideline/rule which states that the group member will be given a warning if he/she is more than 10 minutes late to three meetings, and consequences for further late arrivals.
- B. The desired situation would be clear guidelines and rules that the team members adhere to.
- C. To reach the desired situation we need to continuously develop the social contract so that it fits our group dynamics. For now the contract suits our team well, and no members have problems following our agreements.

The time you have spent on the course and how it relates to what you delivered (so keep track of your hours so you can describe the current situation)

- A. All members have used a significant time on coding this week(7-9h), while the deliveries are a bit different depending on competence. Hours and the burndown chart can be found with this link.
https://colab.research.google.com/drive/13BXOMqzSQMbZcfuVf-P0aRwtszeJx-sG#scrollTo=_aMjLSLYg0Dx
- B. Ideally all members should deliver the same amount of value when they spend the same amount of time. We would also like that the level of deliveries in respect to time spent is as high as possible, but still sustainable.
- C. For B to happen members should strive to deliver at the same level as the most productive members, however the division of tasks are differing in a way that facilitates optimal utilization of members specific abilities. With an open working environment where we are allowed to ask each other without the fear of appearing unintelligent we will be able to spread knowledge, promote learning and counteract misunderstandings and bugs/failures that are easily preventable. This will in turn increase efficiency over time as members learn by doing while less time is spent on solving problems that could have been prevented.

Application of Scrum

The roles you have used within the team and their impact on your work

- A. We have found our roles to suit our team well. Gustav, functioning as a PO representative, arranged a meeting with the real stakeholder this week, which was needed for our group to clarify the project scope and which functions that are critical to create value to the customer. As prior weeks we did not have an outspoken scrum master. This works well in our team as all group participants engage in and encourage scrum activities and agile workflow and the efforts to implement scrum is not posted on one person alone. There has become a somewhat routine in the group on sprints, and everyone is onboard with the sprint planning, then on Fridays Sara and Victoria take responsibility to guide the group through reflection. To our group this is a very effective division of labor as the IT members of the group can focus on the programming all week up until the final discussion of reflections.
- B. Subjectively we find our Scrum roles to be working quite well. According to the Scrum framework we should have had an outspoken scrum master, but to our group it works very well with a shared division of responsibilities.
- C. We could discuss the roles of scrum with Martin on Mondays supervision to get his view on our fluid scrum master. However we should be clear that we get to complete all tasks that a scrum master has, but the tasks are not assigned to one person alone.

The agile practices you have used and their impact on your work

- A. Yet again we had a productive sprint planning on Monday, but this time we took measures to specify the tasks so that there was significantly less uncertainty regarding the scope of each task. Included in the sprint meeting was a further development of user stories and dividing of clear tasks, as well as a session with scrum poker to converge the group to a union conception of the respective tasks and their time consumption in terms of % of the week's workload. After the supervision we had a consecutive meeting to discuss the comments of Martin. Differentiating from prior weeks we had a meeting with the stakeholder on Thursday this week. This meeting resulted in a development of the project scope to the greater, with additional features and constraints. The Trello board works well with our group and tasks that have been assigned, but not yet moved to "in progress" are available if any other group member has spare time.

- B. Our sprint plannings are close to the desired situation, however it is a time consuming process. We spend some time on creating vertical slices to our stories and tasks, but we are learning by doing and the process goes noticeably smoother now than in the beginning.
- C. As mentioned in B, we are learning by practicing and by continuing the agile work with sprint plannings we will get more practice in creating tasks and stories more efficiently.

The sprint review and how it relates to your scope and customer value (Did you have a PO, if yes, who? If not, how did you carry out the review? Did the review result in a re-prioritization of user stories? How did the reviews relate to your DoD? Did the feedback change your way of working?)

- A. During our sprint review we used Gustav as a representative for the PO, as well as we considered the recently acquired information from the stakeholder. We reviewed the trello board to discuss if we had accomplished the tasks and stories we planned in the sprint planning according to our DoD and respective acceptance criterias. After the meeting with the PO we are in need of adding user stories, but the prioritization will stay the same.
- B. The ideal situation would be to have a reflection with the stakeholder to review if the deliveries are up to his expectations, however this is difficult to arrange. For now we need to settle for the suboptimal solution with less frequent feedback from the real PO, and more frequent feedback from our representative. Ideally we should have quality checked all tasks and stories in detail but as a result of limited time we settle for a more superficial quality assurance, and assign responsibility to quality check code to individuals of the group.
- C. As we did this week, we should try to have some contact with the real PO to reassure that we are creating value and that our DoD is sufficient to his expectations. For now the quality check is acceptable, but some more documentation would facilitate these processes.

Best practices for learning and using new tools and technologies (IDEs, version control, scrum boards, etc. do not only describe which tools you used but focus on how you developed the expertise to use them)

- A. As our competencies in the relevant areas have developed over time we now naturally share less tutorials than in the beginning of the project. We have now created a base of websites to search for information and code examples on, and even less experienced group members are now able to search their way to a solution. We still use IntelliJ as IDE and GitHub and Git for version control, and as written in last week's reflection the usage of these has been incorporated by all group members thanks to tutorials,

instructions, and guidance from team members. If there appears to be any struggles members of the team handle this on their own by searching the internet or consult with other team members. Trello is used as our Scrum board and the team has established routines on moving cards to the right column as well as communicating on who does what in regard of tasks. The greatest amount of competencies regarding trello was gained during lectures and the Scrum exercise in week 2.

- B. The ideal situation would be that everyone feels that they possess the acquired knowledge about the different tools and technologies we use, and by this time all members have at least an acceptable amount of competences regarding these.
- C. By now the best measure to develop further knowledge about the utilized technologies would be to practice. Further time on generic and introductional tutorials would provide little additional benefit as they would not be sufficiently specific. Thus, we will focus on enhancing our knowledge regarding technologies by testing as well as making the US by making mistakes and redoing them.

Design decisions and product structure

How your design decisions (e.g., choice of APIs, architecture patterns, behaviour) support customer value

A. Currently, the choice of APIs and architecture patterns have helped us tremendously in creating customer value. The work behind each User Story has been simplified as the choice of API has enabled the use of good coding templates. One design decision was whether to use Bootstrap or PrimeReact for the UI. The choice of PrimeReact made the work very simple, as multiple templates for dynamic tables were provided.

B. The desired outcome is to have made design decisions that simplifies the coding. To reach this outcome each design decision should be made carefully.

C. To remedy the problems above and reach the desired outcome, each decision must be made carefully. Positive and negative consequences must be regarded, thus it is of utmost importance to make design decisions during meetings.

Which technical documentation you use and why (e.g. use cases, interaction diagrams, class diagrams, domain models or component diagrams, text documents)

A. As stated in the earlier Team Reflections, a domain document was received in the beginning of the project by the client. From this document the database was developed by using a ER-diagram. However, no further technical documentation has been made.

B. It would probably be beneficial to use more technical documentation. However, it is sometimes cumbersome, and as this project is not very large, the need for such documentation is lesser.

C. In order to reach the desired outcome, we must remember to use technical documentations when needed. However, in some cases this will not bring value to the team nor the customer, then it should be discarded.

How you use and update your documentation throughout the sprints

A. There is some documentation in the code, however, most of the focus has been on programming. There is no current standard of when to insert a documentation. Thus, this matter has not been fully integrated in the project yet.

B. The desired outcome is to have code that is fully explained and documented. Not only for the purpose of the team, but other stakeholders, such as the customer. Without a fully documented code, it will be hard to conduct updates in the future. As the task of updating might be delegated to other programmers.

C. In order to reach the desired outcome, there is a need for standards and structure regarding the matter. This needs to be decided at a meeting, in order to reach full consensus.

How you ensure code quality and enforce coding standards

A. Currently the code quality and coding standard is acceptable. Each individual tries to ensure that the coding is functional before pushing to GitHub. There is also a responsibility for each team member to ask questions instead of doing it wrong. Additionally, as some tasks are conducted together, the code quality is continuously checked.

B. The desired outcome is of course to have better standards in how to conduct quality assurance. As mentioned in earlier team reflections, it would be desired to have the Product Owner test the features during the Spring Review Meeting.

C. To meet the desired outcome of B from the current situation C, there is a need to establish standards. This might be very hard, as each individual already works many hours during each week. However, as quality assurance is critical for the final product, this matter should be raised at an upcoming meeting.