

Team reflection week 8 - 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 Customer Value and Scope, Social Contract and Effort and Application of Scrum. 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).

As Thursday this week is a holiday, only three days were intended for programming. Thus, this weekly reflection may be shorter in comparison to previously made. Additionally, this will be reflected in the section of Social Contract.

Customer Value and Scope

The chosen scope of the application under development including the priority of features and for whom you are creating value

A. Currently, the project group has realised that the scope may be too large for completing all the US in time for the demo. This situation has arisen, as there was a misunderstanding of how many weeks were disposable for programming.

B. The desired outcome is as always to ensure that the customer's requests are met, by completing the corresponding US.

C. As the expected time frame has decreased, a conversation with the Product Owner is critical. Only two weeks ago, additional features were added to the scope of the project, as the time frame was expected to be longer. Thus, to reach the desired outcome from the current one, communication is key. Some US may need to be removed, or the scope of US must be shrunk.

The success criteria for the team in terms of what you want to achieve within the project (this can include the application, but also your learning outcomes, your teamwork, or your effort)

A. Currently, the success criteria for the team is to deliver a product that the customer can use for their business. Additionally, all members strive to have a high degree of learning outcomes. Furthermore, the current situation regarding teamwork is great, which the team should strive to maintain, although more stressful situations are approaching rapidly.

B. The desired outcome, when regarding the application, is to deliver a product which the customer can use. Moreover, the team members ought to feel that they are satisfied with their learning. The desired situation, when regarding teamwork, is to have an open environment and good relationships with one another.

C. As stated last week:

"The desired outcome will be reached through communication, where it is important that each team member express their thoughts and opinions regarding the project"

Your user stories in terms of using a standard pattern, acceptance criteria, task breakdown, and effort estimation and how this influenced the way you worked and created value

A. As same as previous week:

“Acceptance criteria and effort estimation is conducted at the sprint planning meeting”

However, not all User Stories received acceptance criteria, same as the previous weeks. Thus, it is still challenging to understand whether a User Story is finished or not. US are broken down to smaller tasks, which is now an efficient process, as more knowledge facilitates the breakdown.

B. The desired outcome is the same previous weeks:

Acceptance criteria are critical in assessing whether a User Story is finished or not. Thus, the desired outcome is to have acceptance criteria for all User Stories, in order to assess whether a User Story can be marked as done or not.

Furthermore, the desired outcome is to be able to estimate stories with small error margins, as there is not much time left on the project.

C. To reach the desired outcome, regarding the acceptance criteria, a new approach must be taken, as no meetings have led to the improvement of this issue. It has been noticed that a joint discussion amongst team members together with the deputy Product Owner, often reach a consensus whether a US is accepted or not. Thus, this approach may be the right to achieve the desired outcome. Moreover, as the team has accumulated knowledge regarding time estimation, the desired outcome in this aspect is within reach.

Your acceptance tests, such as how they were performed, with whom, and which value they provided for you and the other stakeholders

A. As stated last week:

“There are still no formal acceptance tests”

However, team members are now prone to test features during meetings, in order to receive guidance and assistance from one another.

B. The desired outcome when regarding acceptance tests, is to have a process in which the Product Owner can be promised an application that is functional. Thus, the desired outcome is to test as thoroughly as an application needs to function.

C. To reach the desired outcome, a new approach has been taken as stated in the current situation. To ensure that the desired outcome is reached, more formal testing might need to be conducted.

The three KPIs you use for monitoring your progress and how you use them to improve your process.

A. The KPIs we track are balanced to monitor both productivities, sustainability, and the creation of customer value. The usage of the KPIs have mostly been to ensure that each team member has a reasonable amount of workload.

B. As stated in previous team reflection:

“The desired situation would be that we could take measures as a result of the KPIs and that they would converge towards the golden mean. Another desirability would be that all group members experience the KPIs quite equally, which in turn would indicate even workload relative to competence”

Furthermore, each individual ought to feel that the workload is not a burden. Thus, using the KPIs as a measurement for well being is a desired outcome as well.

C. In order to reach the desired outcome of situation B, the same approach as last week must be taken.

“KPIs need to be monitored properly throughout every sprint. They need to be evaluated in context to prior measurements and group members' different views, so that each individual can be compared to the mean value of the group”

Moreover, each member has to ensure that one's fellow group members are not getting too much workload by monitoring the KPIs.

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 has only been changed one time during the project process. However, the rules that were established the first week of the project, were very thorough and reflected all of the group members' opinions and thoughts. As the collaboration in the group has worked seamlessly, there is no surprise that the Social Contract has not been altered along the way.

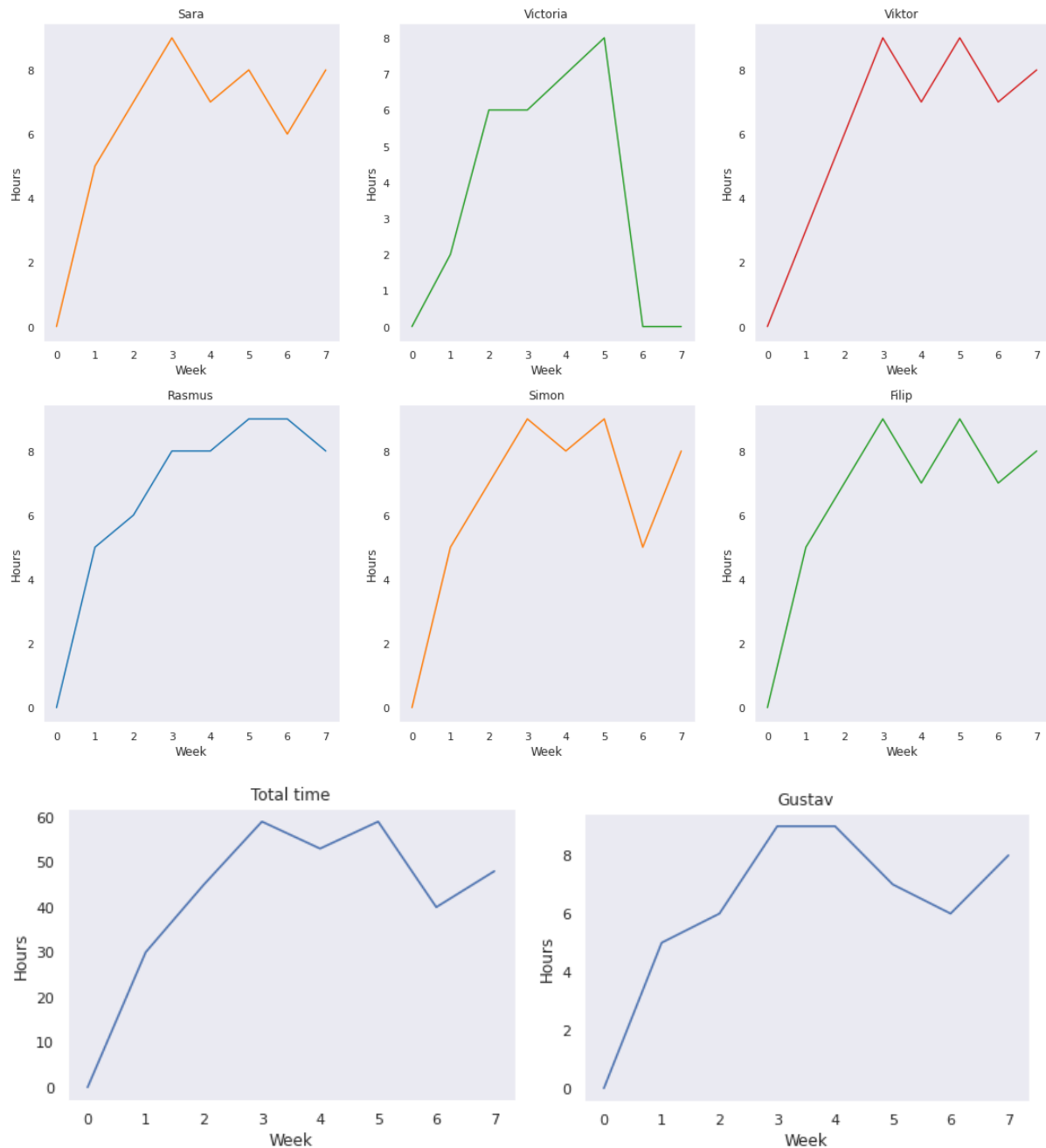
B. As stated some weeks ago:

“The desired outcome when regarding the Social Contract is to have guidelines that the team members adhere to”

C. To reach the desired outcome, the Social Contract should be updated when needed, such as when the group dynamics evolve or issues arise.

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. This is the current amount of hours spent on the project per week per individual. There is also a graphical depiction below of the total time per week spent by the group as a whole. The total time spent on the project, in terms of coding, making reflections and learning how to code, is so far **334 hours**.



B. The desired outcome is the same as stated previously:

“The desired outcome was to spend 5 hours of coding per week. As time is needed for the meetings and team reflection. However, as more time has been used for coding, meetings have not been prioritized, thus, many aforementioned problems are not being solved”

C. To reach the desired outcome, the scope needs to be smaller. To complete all the US, the team members would have to code more than 5 hours per week. Thus, this is something to discuss, as the desired outcome may be altered or the scope of the project.

Application of Scrum

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

A. Currently we are not having a specific scrum master. The consequence of this is that the meetings are not properly structured. Hence, the meetings take a little bit longer.

B. The desired outcome is the same as the previous week:

“The desired outcome is to have roles within the team that facilitate the project process”

C. Although the meetings are not very efficient, the desired outcome can still be reached. To reach the desired outcome, the trade off between the group dynamic and the efficiency must be considered. As the team does not have a Scrum Master, the group dynamic is very balanced. Thus, the work may be more efficient for some tasks and less in others. However, overall this may be the best strategy.

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

A. The agile practices we currently use, are working in sprints, INVEST criteria for US, task breakdown, and sprint planning meeting, scrum poker, scrum board and sprint review meeting.

B. The desired outcome is to use the agile practices that are aligned with the team's needs. As the purpose of using agile practices is to enhance the project process.

C. To reach the desired outcome, it is important to balance the use of agile practices. In order to do this communication between the team members is key.

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. The current situation is similar to the last few weeks. During the sprint reviews, Gustav is replacing the PO, as he has a close connection with the customer. The review has not yet changed the prioritization of US, as this prioritization is based on the customer's requirements and ensuring that each sprint brings value to the project.

B. As stated in previous reflections:

“Optimally we should review the sprint with the PO to be sure that the tasks and stories are accepted”

Additionally, it would be beneficial to receive feedback from the PO of the implemented features.

C. To reach the desired outcome, the customer’s need must be analyzed. During the last meeting with the customer, some of the implemented features might not have aligned with the customer’s vision. However, as participation is restricted these issues will occur.

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. The tools have been the same throughout the project. As stated previous weeks:

“We use IntelliJ as IDE, as this was recommended by more advanced programmers in the group. Furthermore, Github and Git are used for version control. The expertise to use them has been passed down from more experienced programmers. Additionally, Trello has been used as a scrum board, which is something the whole team has acquired knowledge within by participating in the lectures and using the web. Moreover, knowledge within the new programming languages React and Springboot were acquired by doing tutorials. However, it should be noted that the learning is iterative, meaning that knowledge is acquired continuously”

B. The desired outcome is to be able to utilize the tools in an efficient manner and ensure that all of the team members feel comfortable using them.

C. To reach the desired outcome there need to be clear communication. Moreover, it is important that all team members feel comfortable when using the different tools. Thus, communication is crucial in ensuring this.