Team reflection week 5 - 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, Application of Scrum, and Social Contract. 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).

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. The scope might be more than feasible, meaning that it is not large enough. During this week the team finished four User Stories, compared to the predicted three. This might be a consequence of the learning curve, implicating that the team members have accumulated a substantial amount of knowledge, thus, reducing the required time for certain tasks. Additionally, the team strives for adding and prioritizing features that will provide the customer with value continuously throughout the project. As for this week, the customer can view prices for different activities, a calendar containing bookings, and a UI for creating new bookings.

B. The desired outcome is to ensure that the customer's demand is met, nothing more nor less. The priority of added features could be further investigated, as stated in the last team reflection, however, it seems like the team's intuition and experience is adequate for prioritizing the US.

C. A meeting with the product owner, or the client would be valuable to move from the current state to the desired one.

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. The established success criteria is still to provide the customer with a minimal viable product, with functionality according to expressed needs. As stated last week, an additional success criterion is to enhance knowledge in React and Spring Boot as part of the project.

B. The success criteria are still very vague, as it has not been changed from last week. Additionally, it is not very specific. This might harm the project in the future, as there is no consent regarding what the final product should look like. Thus, the desired outcome is to have concrete goals. Moreover, no level of desired learning has been established. Therefore, it will be hard to evaluate whether the group's members are satisfied with their learnings or not.

C. Unfortunately, there wasn't a meeting discussing the aforementioned problem last week. However, to solve the current situation and reach the desired outcome, a meeting must be held to discuss each team member's anticipation of the final product. Additionally, to discuss what ought to be expected from the project in terms of learning.

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. Acceptance criteria and effort estimation were made at the beginning of this week's sprint. However, not all User Stories received acceptance criteria, thus, there is a difficulty in understanding when a User Story is completed or not. In similarity with last week, User Stories were broken down into detailed tasks. This has proven to be a great concept, as the project gets more modular, meaning individuals can code independently if desired. Additionally, a definition of done was created.

B. The desired outcome is partially the same as the last week:

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.

C. To reach the desired outcome, acceptance criteria must be established during the upcoming week's sprint planning meeting, as there is still no consensus when a User Story is accepted.

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

A. This week no acceptance tests were formerly conducted. Each individual has the responsibility to only commit working code, although it is not stated in the Social Contract. However, as some programming is conducted in pairs, there are automatic tests conducted. Additionally, when problems arise they are often highlighted immediately in the Discord channel. The current situation allows for hidden bugs, as testing has not been conducted systematically and thoroughly. However, the stakeholder still has a functioning product and can test functionally if needed.

B. The desired outcome is to have acceptance tests for each User Story, both for the Usery Story specifically but also for its integration with the rest of the code. Moreover, it is also desired to have a fixed time where the acceptance test should be held. Furthermore, it would be desired to have the product owner partake in these acceptance tests.

C. To reach the desired outcome from the current situation, a meeting with the team regarding this is crucial. Already two sprints have passed without any testing, thus, it is critical to establish some sort of routine regarding this.

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. Our KPIs have been slightly modified after a discussion with Martin, but are monitoring the same aspects as our initial thought.

We monitor stress with a baseline of 1 being no stress till 5 being unsustainably mush stress. The measures are not related to the stress amount in prior weeks, as the latter alternative might make the scale abstract and the results will be hard to weigh against each other from week to week as they are dependent on the prior week.

Our second KPI is a version of the burndown chart but relates to each sprint and is not measured in absolute terms but in percent of what the customer expected from us and what we planned to do during the sprint. The burndown KPI relates to the last KPI which was suggested by Martin; subjective time assessment.

While the burndown measures how well we meet the customer's expectations on value creation, the latter KPI reveals if the group finds the work pace to be appropriate. The scale goes from "we could not do what we promised the customer" to "we could have done a lot more than what we promised the customer".

How to handle the stress measure is quite self-spoken, if someone experiences a lot of stress, we will discuss the matter and even out the workload or in other ways take measures to reduce the source of stress. If the burndown is below 100% as well as the time assessment this means we need to lower the customer expectations for the next sprint relatively to this. If the burndown is approximately 100% but the group members differ on the subjective time assessment this could be an indicator of uneven workload or miscommunication, and the matter needs to be discussed. If the burndown is high and the time assessment measures high this means that the group is capable of increasing the workload, and we could bring this forward to the customer.

Till now our group has carried out rather informal KPI monitoring by a shorter oral questionnaire at the beginning of the sprint review meeting. This week we made a form to structurize this process to facilitate the evaluation of the KPIs over time.

B. 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.

C. Our KPIs are good prerequisites to reach the desired situation of B, and the first step is to start monitoring the KPIs properly so that they can be evaluated in context to prior measures and to different group members, as well as how each individual relates to the mean value of the group.

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. A Social Contract has been established since the first week of the project. The Contract has been followed by each of the team members. Mostly, it has influenced the planning and attitude towards one another. During this week, the team agreed to add 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. If it happens once more another warning will be issued. After the fifth time, it will result in a team meeting regarding the issue.

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

C. The desired outcome can be reached by continuously updating the Social Contract as the project and the group dynamics evolve.

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 and learning how to code, is so far 119 hours. Gustav did not attend the sprint review meeting, thus, data will provided the next week.
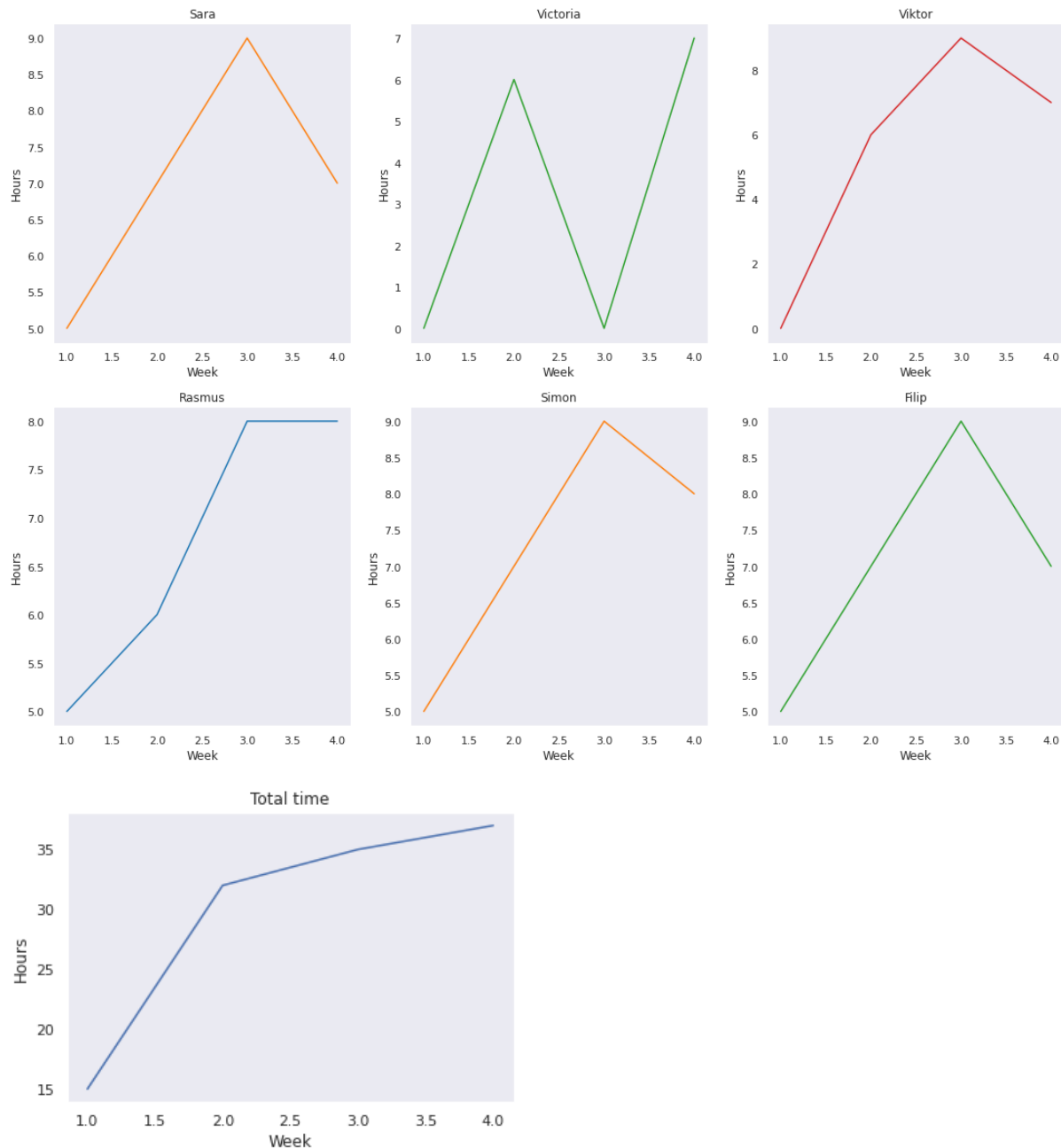
B. The desired outcome was to spend 5 hours of coding per week. As time is needed for the meetings and team reflection. However, as more time has been used for coding, meetings have not been prioritized, thus, many aforementioned problems are not being solved.

C. The desired outcome will probably be reached automatically, due to the learning curve. As can be seen from most of the graphs, people have needed fewer hours on the project last week compared with the earlier ones.

Application of Scrum

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

A. The role of a scrum master is still fluid as this practice seems to suit our group well. The group dynamic is good, and all group members take action to make sure we work in an agile way and according to the Scrum framework. Gustav is still the representative of the product owner.

B. The desired outcome is to apply the Scrum framework in a way that suits all the team members to avoid conflicts.

C. For our group to reach the desired outcome, we will continue engaging in the agile work process and continue the dialogue within the group to make sure that all members are comfortable with the execution of Scrum.

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

A. This week we had a very productive meeting where we developed user stories and tasks, as well as a valuable guiding lesson with Martin where we got confirmation on our vertical user stories. We still use Trello as our scrum board and utilize it to delegate tasks and stories, as well as keeping track of progress. This way we avoid conflicting code and merges. Another way we act agile is by working in pairs, and utilize the knowledge that the group holds. When we are programming we sign in to Discord and increase overall learning and effectiveness by consulting each other.

B. While the current situation is near the desired one, an additional desirability would be that we have clear tasks where we know who is working on what specifically to clarify what tasks are available for members who are ready to take on new tasks.

C. To achieve this we should make sure to move tasks into "In progress" as soon as we take on a new task. (more suggestions?)

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 did not have the opportunity to engage with the real PO, however, we discussed matters with Gustav as step-in. We have iterated reviews on stories and efforts successively through the week and had a shorter summarizing review on Friday.

In this review, we had a look at the Trello board and discussed which stories to prioritize and if any new ones should be added. We have not changed the prioritization of user stories.

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

C. Taking into consideration that the PO will not have time to participate in all sprint planning/review activities we should make sure that the acceptance criteria are clear after the sprint planning sessions so that we can accept our stories with confidence ourselves.

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. To develop competencies within new technologies the group is continuously sharing tips on sites and tutorials to watch on discord as well as more competent group members guide less knowledgeable ones. This week we had a review of the whole project, how the different files are connected and how the frontend communicates with the backend. We still use IntelliJ as IDE and GitHub and Git for version control, and usage of these has been incorporated by all group members by this time thanks to tutorials, instructions, and guidance from team members. When we developed our user stories we tried to focus on the INVEST criteria and especially the "independent" criteria through "slicing the cake" vertically.

B. The desired outcome is the same as the last week's:
The desired situation would be to have clear user stories that are valid to all aspects of the INVEST criteria. We also seek to have a clear scrum master for shorter periods to allow everyone to get this experience if they want to.

C. To reach the desired outcome, we have found that learning by doing is key. Thus, we will focus on enhancing our knowledge in making the US by making mistakes and redo them.