Individual Accountability Report (IAR)

Q1. Student Name: Habiba Mostafa

Q2. Student ID: 1070307

Q3. Associated Team Deliverable: Sprint 4

Q4. Section#, Team #: 2, 5

Q5. What were the main technical or methodological concepts and/or skills that were required to complete this team deliverable? (bulleted list is preferred):

- Team communication, time estimation and time management
- Task Allocation, User story Breakdown and Wiki Documentation
- XML and Java Programming
- Demo preparation and presentation
- Gitlab Version Control, Knowledge of CI/CD

Q6. What was your existing level of experience with these topics/skills before your team began working on this deliverable? (1-2 sentences):

By now, I am familiar with most GitLab and android studio features, not too familiar with XML which I had to use for one of my user stories this sprint to redesign recurring to-do items.

Q7. Comment on your individual academic, methodological, or technical learning during this deliverable, and what additional learning may be needed to understand or be more competent with these topics in the future?

I spent some time on research and reading blogs to get a better understanding of XML to redesign elements of the UI, editing padding, drawables and floating action buttons. The rest of my time during this sprint was allocated to code reviews and some UI enhancement, which was good technical practice.

Q8. What specific contributions did you make to this team deliverable? This should include technical or project management contributions.

- **Project Management** – documented the Gitlab wiki, led scrum meetings, followed up with team members to check in if help is needed, added subtasks to this sprint's user stories, updated the status of issues, led sprint planning and sprint retrospective to reflect on strengths and weaknesses.

- **Technical** – redesigned the filter button, and standardized the icons used across the entire UI of the application. Added a recurrence icon to any items flagged as recurring to identify recurring items. Completed 4 code reviews and identified 2 major bugs during manual testing.
- **Demo** – prepared the slide deck used for the demo, added content and conducted the presentation of the final project

Q9. With whom did you collaborate for any of the above contributions (be specific)?

As the scrum master on the team, I have been collaborating with all team members to manage and help with user stories. For more particular user stories, I worked with Alex on Wiki documentation, and worked with Miles and Alex on recurrence features and debugging. I followed up with Jason and Sanjee to ensure they're on track and check if they needed help.

Q10. Comment on how well you managed your time over the time period allocated in the Course timetable to this team deliverable (i.e. the time between the prior team deliverable to this team deliverable).

Overall, my time was well managed through this sprint. I ended up spending more time on feature development and testing. My time was allocated equally across the time period specified, though I did spend more time on the project towards the end of the sprint sspecially to prepare for the project overview side of it.