

# Iteration Plan - Transition 1

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## 1. Key Milestones

Milestone	Date
Iteration start	18/09/2017
Iteration stop	27/09/2017

## 2. High-level objectives

1. Distribute beta testing materials
2. Read beta test responses
3. Raise any issues found in the beta test responses as issues on github
4. Resolve any issues found on github

## 3. Evaluation criteria

1. All team members have distributed the beta materials to at *least* 4 people
2. All team members have read all responses to the Google form made before iteration end
3. All issues found in the responses to the Google form are raised in github as they are identified
4. Issues raised on github are resolved as soon as possible (within 2 days of being raised)

## 4. Work item assignments

Item ID	Name/ Keywords	Outcome	State	Assigned to	Estimated hrs	Hrs worked	Est. hrs remaining
1.1.	Distribute beta testing materials	At least 4 different people have been given the beta testing materials by each team member	Complete	Erin	1	1	0
1.2.			Incomplete	Hugh	1	0	1
1.3.			Incomplete	Shailesh	1	0	1
1.4.			Incomplete	Somer	1	0	1
2.1.	Read beta test responses	The team member is aware of all responses to the beta form made leading up to iteration close	Incomplete	Erin	3	0	3
2.2.			Incomplete	Hugh	3	0	3
2.3.			Incomplete	Shailesh	3	0	3
2.4.			Incomplete	Somer	3	0	3
3.1.	Raise identified issues on github	All issues found within the responses to the beta testing form made leading up to iteration close are raised on github	Incomplete	Erin	2	0	2
3.2.			Incomplete	Hugh	2	0	2
3.3.			Incomplete	Somer	2	0	2
3.4.			Incomplete	Shailesh	2	0	2
4.1.	Resolve any issues found on github	Issues raised on github leading up to iteration close are resolved within 2 days of being raised	Incomplete	Erin	-	0	-
4.2.			Incomplete	Hugh	-	0	-
4.3.			Incomplete	Somer	-	0	-
4.4.			Incomplete	Shailesh	-	0	-

## 5. Issues

Issue	Status	Notes

## 6. Assessment

Assessment target	
Assessment date	
Participants	
Project status	

- **Assessment against objectives**
- **Work Items: Planned compared to actually completed**
- **Assessment against Evaluation Criteria Test Results**