# PROJECT DELIVERABLE 1

**Team 4 (Taco at Paco's)**

CSCD01

January 25, 2016

**Team Members:**
Chun Cho
Richard Luo
Yuxuan Hu
Geoffrey Hong
Kai Lin

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# Team 4 - Taco at Paco’s

From left to right: Kai, Chun, Richard, Geoffrey, Kevin

# Team Goal

As a team, the members have set various goals that they wish to achieve over the course of the semester.

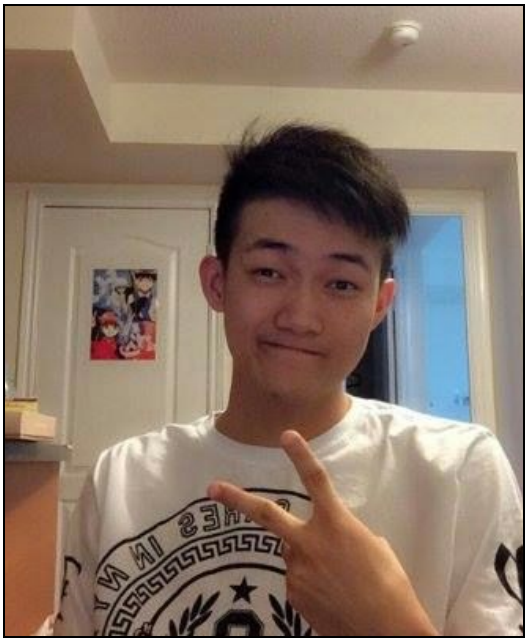
1. Strive to develop with minimal bugs in our software
2. Fix as many bugs in the application as possible.
3. Deliver high quality work that meets all deadlines.
4. Develop real time experience working with open source projects.
5. Have multiple contributions from our team accepted to the project base
6. Receive high distinction in class (ie. be recognized)
7. Maintain strong communication with team members, instructors, and TAs.
8. Learn together as a team and support each other when help is needed

# Team Strength

1. **Strong Technical Skills:** All members of the team are proficient in multiple languages, and are willing to learn any of the new technologies required for the project.
2. **Experienced Programmers:** All members are experienced in the programming language used in the project.
3. **Fast Learning:** Members of the team are quick learners, and thus, can pick up new technology and languages at a fast rate.
4. **Motivated and Driven:** The team is highly motivated and wants to succeed.
5. **Strong Organizational skills:** The team is adept at using various tools to keep the project organized and meet deadlines.
6. **Excellent Communication Skills:** Members of the team are proficient in using various tools to assist in communications like Facebook, Skype, and cellular phones.
7. **Extensive Toolset**: Multiple members of the team have skills in areas others do not, which can be an asset in our project development.
8. **Strong Problem Solving Skills:** The team is very experienced in solving real life and theoretical problems with object oriented programming.

# Introducing the team members

**Yuxuan Hu (Kevin)**

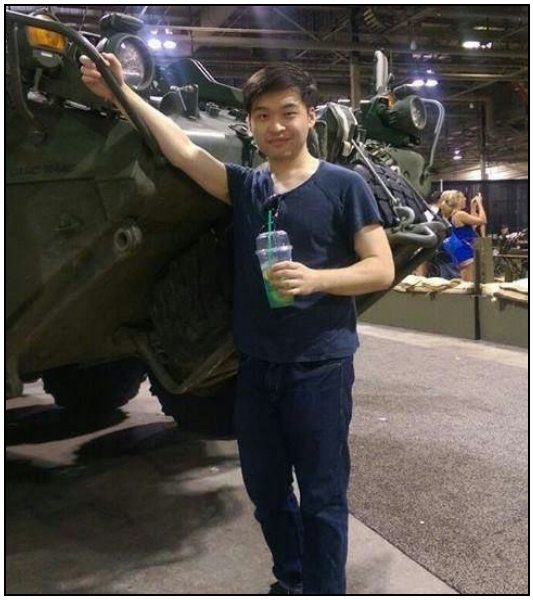


Kevin is a third year Computer Science student specializing in Software Engineering at the University of Toronto Scarborough. He is an excellent programmer with proficiency in Python, Java, C and Shell. He is familiar with numerous operating systems and as well as a number of Microsoft Office applications (including Word, Excel, and PowerPoint). He has strong communication and presentation skills and is a very responsible individual, exemplified by the fact that he has been a Teaching Assistant at UTSC since 2014.Kevin has also been working at Leonardo Corporation where he performed Quality Assurance for eight months and familiarized himself with the Systems Development Life Cycle. Apart from programming and training to become a great developer, Kevin enjoys break dancing and has been honing his abilities during his free time for the past three years.

**Geoffrey Hong**

Geoffrey hong is a fourth year student at University of Toronto where he's specializing in the comprehensive stream of computer science. Geoffrey is proficient with languages such as Python, Java, Javascript, and C, as well as markup languages like HTML and HTML5. With many years of programming under his belt, Geoffrey is able to understand concepts of computer science, and thus, is able to pick up languages at a fast rate. Having prior experience in agile development, Geoffrey hopes to bring his experience to the new project in order to improve the efficiency and organization of the group. In a team environment, Geoffrey strives to use his time management and communication skills to coordinate with other members of the team to not only ensure the team meets deadlines, but to also ensure that the final product is of high quality. When not programming, Geoffrey spends his time reading novels, listening to music, and spending time with his family.

**Richard Luo**

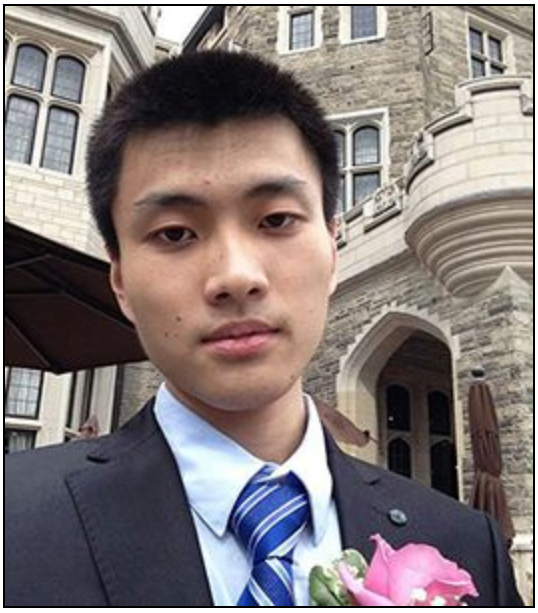


Richard Luo is an enthusiastic and motivating individual who is pursuing computer science as a career and occupation for the futures. He is currently a 4th year computer science student in university of Toronto about to graduate this summer. Richard has vast experience with programming language such as Pascal, c, html, PHP, python and java. Python and java are his most used and favorite language, he has over 5 years of practice with them, these practice includes both school projects, assignments, exercises and private interest. One of the most unique traits Richard can bring to the team beside his excellent coding habit are his ability to bring positive energy into any group, he believes any efficient and successful team needs and have to tackle problems with positive light. Richard also believe his excellent communication and team working skill will contribution to the team effort greatly in the future to come.

**Chun Cho**

Chun Cho is a 4th year University of Toronto student studying Computer Science. He is experienced with Java, Python, C, Unix Shell Scripting, Scheme, ML, Visual Basic, and HTML. He enjoys creating software and web apps. He is very enthusiastic of programming, he could understand the concepts easily and code for hours without being tired of it. As a result, he learns new technologies, software and programming languages easily. In addition, he also enjoy working in teams and cooperative work as it provides opportunities to meet new people and work together with them. Through working with many difference group and team members, Chun has learned from the best and the worst. He is able to bring organization to the team, increase team moral and create a relaxing work environment at the most stressful times. His interest includes trying out new restaurants and taking pictures of delicious food, hanging out with his family and playing video games with his friends.

**Kai Lin**



Kai is a third year computer science student specializing in software engineering at the University of Toronto Scarborough. He became interested in Computer Science when taking computer related class during high school. Later on, He decided to pursue the field of study in Computer Science. He enjoys writing programs in the languages he is familiar with, which includes Java, Python, and C. He has a keen interest in learning about robotics, computer graphics, artificial intelligence, and network security. He is capable of adapting to new languages and environments quickly. He is a dedicated worker committed to projects assigned, as well as assisting fellow team members if needed to ensure the group stays on schedule. On his spare time Richard enjoys playing video games, with his gaming pc, socializing, watch movies and playing video games with his gaming pc, but mostly playing video games with his gaming pc.

# Our Awesome Team Lunch

From left to right: Kevin, Geoffrey, Richard, Kai, Chun


For our team lunch, we all got together to grab food at the market place at UTSC. Some of us bought pizza, and others got chinese food from spring rolls. While eating lunch, we discussed our similarities, hobbies and courses we are taking and have completed at UTSC.

# Team Agreement

**Methods of Communication & Response Times**

*Facebook*

- The team will use Facebook for group conversations. This will be our primary means of communication and will be used to discuss progress,updates, concerns and questions.
- The team must check and respond to questions and concerns within 6 hours interval between the hours of 8:00 am and 11:59 pm.

*Skype*

- The team will use Skype as their secondary communication tool. Skype will be used for providing updates on the state of the project.

*Phone (text message)*

- Team members who are either late or missing from the meeting will be made contact using phone calls or text messages.
- During emergency, calls will be made to get in contact with the individual.

**Meeting Times / Attendance / Preparation**

- Weekly planning meetings are mandatory and will be held every Tuesday from 5-6pm after the tutorial. The place of the meeting will be IC406 or BV498. This meeting will be used to discuss the tasks that need to be done for the following week. For preparation, a list of tasks that need to be done will be compiled. Each member is expected to compile a list of tasks that they finished during the current week.
- Daily meetings are mandatory and will be held from 8pm - 8:30pm over Skype or Facebook group. This meeting will be used to discuss amongst members the following:
    - What has each team member accomplished for the day
    - If there are any problems/difficulties associated with the tasks
    - What each team member is planning to do for the next day
    - In order to for the meeting to move at an acceptable pace, members are expected to be able to answer the above three points.
- Preparatory meetings will be held every week on Tuesday 11am - 11:30am in the Linux labs in the IC building. This meeting will be used to have a short discussion about the current state of the project before meeting with the TA (Paco).
- Weekly meeting with the TA (Paco) will be held every Tuesday from 11:30am - 12:00 pm in Paco's office. In preparation for this meeting, members are expected to know:
    - The current state of the project
    - Their expected task / responsibilities

**Version Control**

- We will have separated branches for every new feature and a test branch for testing. We will commit code first to testing branch.
- Do testing in testing branch and merge it into master after test completed.
- Commit messages need to be clear and informative.
- Team members must only merge stable and fully functionalized code to master.
- Team members should commit code after finishing code review

**Submitting Assignments**

- After the code is committed, at least one members of the team must review the changes to ensure it's working without any bugs, any bugs must be reported to the team.
- Codes will be committed one day before the deadline to ensure it is fully functioning.

**Division of Work**

- Every team member is responsible for approximately 20% of the total work per sprint/deliverable.
- If someone is blocked/too busy with other commitments, he must inform the rest of the team ahead of time so that the work distribution can be adjusted accordingly.
- Responsibilities for each sprint will be distributed based on group member's availability and skill level.

**Contingency Planning**

- Team members planning to drop out must inform the group ahead of time so their work can be distributed to other member in a timely manner. This will ensure that the team is not affected by the loss of a team member.
- If someone keeps missing meetings, try to communicate with this person to find out why they're missing meetings so frequently. If necessary, try to adjust meeting times so as to accommodate for this team member's schedule. If this behaviour doesn't change, escalate the issue to the TA/Instructor.

# Project Tools

Burndown chart

- Google Sheets: A online google sheet used to produce burndown chart

Task Board

- Trello: A task board that is easy to use. Allow us to create user stories and distribute user stories to our team member. It keeps track of the product backlog and the sprint backlog. Allow us to leave comments under each user stories so that other members of the team will know the status of this user story.

Project Planning

- Google Sheets: Online sheet used to produce project planning. Invited every team members.

UML Drawing Tool

- Gliffy: Will be used for producing a UML diagram for the project. Our team will be using an online version of the tool which can be found in the following link. https://www.gliffy.com/uses/uml-software/

Deliverable Report:

- Google Docs: Online document used to produce deliverable reports

Integrated Development Environment(IDE):

- Wing: An IDE for python development.
- Sublime: A hipster IDE for programming in multiple languages.
- Notepad ++: An IDE for programming in multiple languages.

Communication Tools:

- Skype : Online phone call meeting
- Facebook : Interchange opinions and concern
- Phone Texting : Individual contact or mass messaging to the team

Version Control

- GitHub: A version control tool that efficiently manages software development on a large scale. The branching feature provided by GitHub is ideal for developing multiple features in a team environment.