TEAM SETUP

Team Members
Tsz Cheuk So (Kyle), Yue Du (Violet), Jeremy Lai, Brent Rim, Bilal Syed

Team Number
22

Team TA
Saba Kiaei

<u>Table of Contents</u>

Team Picture

Team Goals

By the end of this project, we want to establish close, long-lasting relationships within our group, while delivering a perfectly catered product to our client. In achieving these goals, we will also attain success in CSCC01. We want to further our experience working with Agile methodologies as well.

Team Strengths

We, as a group, have excellent communication and team-work skills. We will put these skills to use in maintaining healthy communication channels throughout the project. Additionally, we all possess strong work ethics, and will work diligently to provide the client with the best possible product. Our combined expertise in various programming languages and applications will serve as the backbone to our success.

About Us

Tsz Cheuk So (Kyle): I am a third year Computer Science co-op student at the University of Toronto (UofT), specializing in Software Engineering. I have over 5 years of computer programming experiences and completed numerous contests during my studies including the achievement of 1st place in Microsoft's Coding Competition 2017. I have had previous working experiences with project design for cloud development with my previous employment at the Ministry of Education. One time I had the determination to complete a course assignment by designing an algorithm that bested my professors model answer as well as score 30/30 in the Catme Survey which took hours of assessment, documentation and perseverance. I have previous experiences in teamwork when implementing coding solutions. I am familiar with many kinds of SDLC and provide flexibility to the many agile development variations. Lastly, I look forward to starting a small game development company with my friends in the future.

Yue Du (Violet): My name is Yue Du, a second-year co-op student studying in the University of Toronto, Scarborough, and specialize in Computer Science program, comprehensive stream. I am familiar with various languages like Python, C and Java, and had experience using them to develop different kinds of software either individually or with a team. This makes me familiar with software develop ways like Agile. My team- working skill and communicating skill were also developed thanks to these precious experiences. What matters most is that I enjoy the process of coding. Building new things step by step entertains me, even the "boring" debugging process which most people hate gains me the sense of achievement. With this enthusiasm for programming, I have the faith that I can finish any coding work well.

Jeremy Lai: My name is Jeremy Lai and a 3rd/4th year Software Engineering Specialist Computer Science student at the University of Toronto Scarborough. I have worked in several languages such as Python, Java, C, using them to fulfil both group projects for academics and personal projects. Through academic projects I have learned about common software development practices such as Agile and frameworks like Scrum, as well as the important of version control and SVN and Git. What I really value the most is working whether alone or in a team to create something that will have use or purpose after completion. A dream of mine is to be involved in the process of video game development and create a title that potentially millions will enjoy. To that end, I value teamwork and ensuring I and everyone put in the needed effort to accomplish such coding and development tasks. I have recently resolved to learn more technologies as I have had to learn new languages and technologies due to academics, and found I was able to adapt well. I will hope this endeavour will bring me more skills to the table for many group projects and have faith that my flexibility will make a good asset for any programming project.

Brent Rim: My name is Brent Rim, and I am a third-year computer science student, specializing in software engineering. I am a team player and a hard worker and have always had good results in a group setting. I have worked with groups in computer science before and am very open minded and considerate of my group members. I have a strong preference for mathematics and computer science related courses and have taken some English courses as electives. As a result, I have developed a well-rounded skill set, combining both analytical and communication skills. My interest in computer science began in high school. I found it very interesting and exciting to me, and as a result, put in more time in those courses and learned a lot from there. My interest still stands strong and I hope to pursue a computer science career in the future.

Bilal Syed: I am a 4th year Undergraduate student at University of Toronto – Scarborough Campus (UTSC). I am pursuing a Major in Psychology, along with Minors in Computer Science & Biology. I have experience working with Python, Java, and C throughout my time at UTSC and high school. I strive to continuously exemplify excellent team-work skills, making sure that each team member is confident with their appointed tasks and leading by example. I have illustrated these skills in various group projects, including in CSCB07. I am always eager to learn new methodologies and incorporate these with my existing knowledge. Even though I am not in a Computer Science Specialist/Major, I take great pleasure in being able to efficiently solve any tasks associated with my various Computer Science courses and TA appointments within the Computer Science department at UTSC.

Team Agreement

Methods of Communication: Our primary communication channel will be Discord. Non urgent requests will be conducted through emails, and cell numbers have been exchanged as means for immediate contact within emergency situations. Facebook messenger used to assemble the team may now serve as a redundancy in the event discord fails.

Communication Response Times: Reasonable times of at most 12 hours of being pinged or directly messaged. As soon as possible whenever available is strongly encouraged but not enforced.

Regular Meeting Times: Whenever available, idling in discord is strongly encouraged to allow team members to identify working parties and seek collaboration opportunities as appropriate. In person meetings will always take place during Tuesdays and Thursdays. We will meet in person at HW or IC (depending on the situation of best convenience) to synchronize the team.

Meeting Attendance: Members are exempted from Thursday meetings if and only if valid reason is provided.

Running Meetings: The leader will coordinate meetings and next steps. Tasks will be generated collectively as a team and assigned through volunteers. Progress reports will be formally given during meetings by each member. Tasks not taken and fallen behind will be assigned by the leader.

Meeting Preparation: Team members should be well-versed in their progress on their individual tasks and have a general idea of other members' tasks as well. Depending on the meeting, team members will be informed as to the topics being discussed and any preparation needed.

Version Control: Git, small commits. Working on code means being on discord, so there should never be instances of simultaneous edits resulting in conflicts. If conflicts do arise, the voice chat will allow workers to resolve issues. Workers cannot abandon the working state until their work commits, pulls and pushes to git successfully. Should the conflict be unresolved, the team member should postpone the push until communication is established for proper resolution of the conflict at its varying source. Quality Assurance must is done before pushing, and after every sprint, all implemented features will perform a collective QA test.

Division of Work: Volunteering will be the methodology for work assignment. A shared document scheduling members to tasks will be provided to all team members for reference. Members must be working on something every sprint. If work is finished early initiative is encouraged but enforced by leader if the volunteering system is exploited. All members have 2 passes for sprints (non-consecutive) provided reason and proof if applicable.

Submitting Work: Every team member will be making regular commits as sub-sections of their individual tasks are completed. Commit messages should appropriately reflect the changes made. The team will review changes made, especially when each person's weekly tasks are complete.

Contingency Planning: If a team member drops the course, that member's work will be distributed equally among the rest of the group. If a member is sick, the work will be distributed to a certain subset of the group, and that member will make up for the missed work once back from sickness. If a team member is missing meetings consistently or is academically dishonest, the course instructors will be informed and consulted for resolution, if the team is not able to resolve the situation within itself.

Roles: To be finalized once the project requirements are determined.

We accept these guidelines and intend to fulfil them (signed below):

Tsz Cheuk So   Yue Du   Jeremy Lai   Brent Rim   Bilal Syed