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# Introduction

The Unified process was used to keep track of the project’s progress together the SCRUM framework. The cycles in the unified process were divided into sprints that corresponded to the SCRUM sprints.

We as a group had SCRUM meetings every day, which played an important role in our progress, because they motivated us to keep working on the project. We had a short meeting every morning before starting to work on our own tasks where we answered three simple questions: “What did we do last time?”, “What impediments did we have?” and “What are we going to do today?”. This way, we could permanently keep track on each other’s accomplishments and a good overview of the workload remaining. Also, the SCRUM Master took into consideration the team’s impediments and tried to find solutions. The logs for the SCRUM meetings

Introduction. Overall factual description of process and progress based upon factual data from e.g: Log book, minutes of meetings with the group, the supervisors and companies

# Group Description

Group for this project contains four members: Maja Petrusic, Maria Jose Ferreira, Sara Nunes and Krzysztof Majcher. All of us are ICT students on data engineering specialization. Our goal was to work on the project that way that every one of us can have and impact on individual tasks but also make tasks shearing that flexible that we will be able to do tasks that we are currently feeling the most confident and motivated about. That way we everybody have to make similar amount of work and we can learn from each other’s.

## Scrum roles

Product Owner: Krzysztof, the success of the project is on his shoulders. He leads the development effort and is responsible for conveying his vision of the system to the team. It is also his responsibility to assess which pieces of the product backlog will be the most valuable. This means he decides which features should be developed and at what time during the project period.

Scrum Master: Maria Jose, the scrum master is the one responsible for the project’s management. She must make sure that the team lives by the values and practices of the Scrum methodology. By conducting daily Scrum meetings to ask the team:

• What did they do yesterday?

• What will they be doing today?

• Is there anything that it can be done better, or are there any obstacles in the way?

That way, we will be able, as a team, to express how we are performing, what is in our way and what our concerns are. This will help us notice and solve complicated challenges. As a scrum master, she should also help the team perform at their highest level to reach the goal of each sprint. If needed she should remove any impediments for the team to progress. She must make sure by discussing with the product owner that the product backlog is in a good shape. She should try to encourage the team to focus only on the present task, so that they will all work together and produce excellent work.

Scrum Team: Maja, Sara, Maria and Krzysztof. As a scrum team -the remaining group members, will do the actual work of delivering the final product and they must make sure we all have the necessary skills to do so. After the product owner makes an ordered list with all the client needs, the team members will estimate how many effort points each task has. After estimation, they can make a plan accordingly. The team members decide which one does what task, to produce the new product increment.

# Project Initiation

For content see Appendix 2 “Process Report – VIA Engineering Guidelines”.

# Project Description

For content see Appendix 2 “Process Report – VIA Engineering Guidelines”.

# Project Execution

For content see Appendix 2 “Process Report – VIA Engineering Guidelines”.

# Personal Reflections

For content see Appendix 2 “Process Report – VIA Engineering Guidelines”.

# Supervision

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# Conclusions

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**Appendices**

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