

## Group Notes

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### Description :

A system that supports project management process along the entire project life cycle: From project initiation to closure.

### KEY WORDS:

- System
- User stories
- Who, What, Why
- Waterfall approach
- Iterative approach
- Analysis
- Team members
- Splitting Tasks
- User Guide
- System report

### Main Ideas

#### *Information about company*

- Colour IT-small company developing and implementing IT systems mostly for private customers.
- No project management system to handle tasks
- No time for their IT projects

#### *Document with the list of requirements*

- 1)An id
  - 2)the user story text in the who-what-why template structure—remind me to get back to this
  - 3) an estimate for how long time we think we need to complete the requirement
  - 4) a deadline when it should be done
  - 5) a team member responsible for the requirement
  - 6) a status which is either Not started, Started, Ended, Approved or Rejected
  - 7)the total hours worked on this requirement and which team members worked on it.
- \*Later on, every requirement is split into tasks.

Every task has:

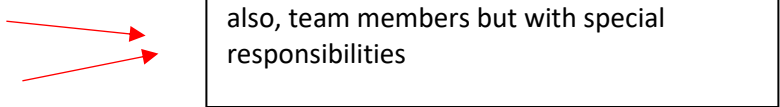
- 1: related requirements, e.g. id,
- 2: task id
- 3: task title or description
- 4: an estimate
- 5: deadline
- 6: responsible team member
- 7: status
- 8: total hours worked.

“Every task has a responsible team member, which always is one of the members working on the task.  
Daily each team master reports to the Scrum master:

1. The task he is working on
2. If the task ended or not
3. If the team member did work for multiple tasks
4. Hours spent on each task

A project team has:

- One Scrum master
- One Product owner
- Team members



also, team members but with special responsibilities

. The Scrum master handles the process, documents who did what when, reports when a requirement is done, makes sure all are on track

The Product owner represents the customer and is the person approving a requirement when it has ended, prioritising requirements and for larger projects adding new requirements, removing requirements or reordering requirements between iterations.

### *What the company wants*

- 1. Develop and implement an IT project system
- 2. A system to manage projects both using a waterfall approach and an iterative approach
- 3. A Project creator to create a project with team members, one being a Scrum master and one being a Product owner.
  - \*No use of login
- 4. Formulate a list of requirements
  - \*It's important that the company can add new ones at any time
  - \*Remove and reorder
- 5. Formulate a list of tasks each with a specific requirement, and a responsible person
- 6. Types of searches: It should be possible to search for a project to get the information in form of a list of requirements with status, estimated and used time, see or search for information of individual tasks, their status, time, etc.

-Search by employee to find his related projects and see his productivity i.e. time spent related to the estimated time and to see with whom he worked the most

-Search for historical data. When an IT project is done, store the entire project information in a single file which can be accessed when searching for historical data

[To sum up: Different search options such as Project, Team, Requirements, Tasks, Time registration.]

○ 7. Use files for persistence

○ 8. Come up with a good design to present the data

-Graphical user interface. To implement it in Java with GUI in JavaFX in order for the company to easily modify it.

Website:

- information about customers projects like description and all the requirements with a status.
- No access to tasks, actual time spent and no information about team members
- Nice colours
- Organised layout
- Not too much text, enough to get an idea about Colour IT, the project team
- Customers should be able to see the status of their own project
- Nice pictures
- Multiple pages website
- No login

- Short description of the project
- Table displaying all the requirements for the project
- If the requirement is functional or non-functional
- The Deadline
- The status of the requirement

## Questions & Answers

Is everyone able to access the system equally? Yes

What do you exactly mean by "Team members use the system in different ways, but only one at the time"?

Why is estimated time important, and what are the consequences if it actually takes more time than estimated?

How does the scrum master collect the data? The team member documents their work and types what they have done by accessing the system but the scrum master can go over it and check what the team member has done and add something more.

How the time should appear?

The time estimated should appear as date and how many hours were spent per task.

How we collect data and update it?

The system should be able to export from a file.

How do we actually add new projects? The requirements are added later?

Create a IT project and then add requirements.

## Summary

- A system to manage IT projects.
- A Project creator to create a project with team members, one being a Scrum master and one being a Product owner.
- A project has a list of requirements, some are functional requirements formulated as user stories with the 3 parts who, what and why, some are non-functional requirements, and some are project requirements
- A list of tasks each with a link to a specific requirement, and a responsible person
- Different search options:
  - Project
  - Team
  - Requirements
  - Tasks
  - Time registration
  - Others
- A website that needs to have information about the company, team members, ongoing projects, and the status of the projects