

Backlog Meeting

Alpha Curr

13 August 2018

1 Present Participants

Clients:

Dr. Richard Klein

Dr. Matthew Woolway

Development Team:

Lehlohonolo Motsi

Tlotlang Sekgetho

Masingita Rikhotso

Thandi Tshabalala

2 Agenda

1. Missing data address
2. Backlog planning
3. Prioritizing backlog

2.1 Missing Data address

From the data that we received from Dr. Woolway we as the development team we realized that there are a few data requirements missing. So Dr. Klein and Dr. Woolway will arrange a meeting with the head of PIMD Wits so that we can get the rest of the data that we need for our project.

2.2 Backlog Planning

Now the clients stated the important features that they want implemented in the system.

- User access (for course administrators, lectures and PIMD administrator)
- Venue application (course administrators and lectures)
- Application deadline email reminder (to course administrator and lectures)
- Provisional allocation (PIMD administrator)
- Notify clashes (to course administrators and lectures)
- Solve clashes manually (PIMD administrator and lectures)
- Do late venue application (course administrator and lectures)
- Allocate unoccupied venues to late venue applicants (PIMD administrator)
- Import actual class size at the beginning of the next academic year (course administrator and lectures)
- Final round of allocation (PIMD administrator)
- Venue allocation list (PIMD administrator)
- Venue allocation details email notification (course administrator and lectures)
- Generate student class timetable (students)

2.3 Prioritizing Backlog

Client sorts out the backlog according to which features they want completed first following the **I.N.V.E.S.T** (Independent Negotiable Valuable Estimable Small Testable) approach.

1. User access
2. Venue application
3. Application deadline email reminder
4. Provisional allocation
5. Solve clashes manually
6. Import actual class size at the beginning of the next academic year

7. Final round of allocation
8. Venue allocation list
9. Do late venue application
10. Allocate unoccupied venues to late venue applications
11. Notify clashes
12. Venue allocation details email notification
13. Generate student timetable

3 Next Meeting

Next meeting scheduled for 27 August 2018.