Progress Report

# Project Details

|  |  |
| --- | --- |
| Team name | Team Knuth |
| Reporting period | 08/02/19 – 13/05/19 |
| Report Version | 1 |
| Report compiled by | Ryan Pickering |
| Deadline | 13/05/19 |

# Activities and Outputs

## Skills Audit

|  |  |
| --- | --- |
| Status | Completed |
| Activity Owner | All Team Members |
| Objective | The group should each create their own skills audit, identifying which qualities they are confident in and which qualities they would like to improve. |
| Activity dates | *Planned:* *04 – 22 February 2019*  *Actual:* *04 – 21 February 2019* |
| Progress | The activity has been initiated, with the group agreeing on the group aspects for the skills audit. Each team member now has their own skills audit to complete and it should be completed by the next team meeting. |
| Outputs created | The team each completed their own skills audit and submitted it to the project leader to submit on behalf of the other team members. |

## Project Proposal

|  |  |
| --- | --- |
| Status | Completed |
| Activity Owner | Ryan Pickering |
| Objective | Create a project proposal that will outline what the product will do and how it will meet the specification. Also include a final version of who has been assigned each mission. |
| Activity dates | *Planned:* *04 – 22 February 2019*  *Actual:* *04 – 21 February 2019* |
| Progress | The team has begun to think about who will be best suited to completing each individual mission. Each group member is also currently completing their skills audit, so this will help assist with who should be allocated each mission. |
| Outputs created | The team concluded who will complete each mission, and which missions will be completed as a group. The project leader completed the project proposal and submitted it along with the skills audits. |

## Code of Conduct

|  |  |
| --- | --- |
| Status | Completed |
| Activity Owner | Ryan Pickering |
| Objective | To create a code of conduct that accurately and professionally sets rules that should be followed while completing the project |
| Activity dates | Planned: 11th February – 3rd March  Actual: 11th February – 31st March |
| Progress | A basic list of conduct has been created. The list needs to be formatted and all group members need to agree and sign to the code of conduct. |
| Outputs created | A formatted code of conduct has been created and signed by all group members. |

## Risk Analysis

|  |  |
| --- | --- |
| Status | Completed |
| Activity Owner | Ryan Pickering |
| Objective | Generate a risk assessment that accurately depicts all of the risks associated with the project. |
| Activity dates | Planned: 11th February – 3rd March  Actual: 11th February – 31st March |
| Progress | A template has been created, with displays risk events, the likelihood of those risks occurring, the impact of the risk and the risk value. The assessment also shows how to manage the risk, along with who the risk owners will be.  The risk assessment needs to display what to do if the actual risk happened and what could be done to minimise the impacts. |
| Outputs created | A detailed and accurate risk assessment was created, that has been signed by all group members. |

## Quality Manual

|  |  |
| --- | --- |
| Status | Completed |
| Activity Owner | Ryan Pickering |
| Objective | Create a list of qualities that all team members must abide by when completing work for the project. |
| Activity dates | Planned: 11th February – 3rd March  Actual: 11th February – 31st March |
| Progress | A template for the quality manual has been created, with a brief outline of basic qualities for the assignment.  The quality manual needs to be formatted to a higher standard. |
| Outputs created | An agreed quality manual has been created that has been contributed to by all members of the team. This has now been signed by all team members. |

## Gantt Chart

|  |  |
| --- | --- |
| Status | Completed |
| Activity Owner | Ryan Pickering |
| Objective | Create and update a Gantt chart that will visually display each task. Each team member will have access to the Gantt chart to see which tasks are being completed by who, and when they are scheduled to be completed by. The Gantt chart will be regularly updated and adjusted for each change in schedule. |
| Activity dates | Planned: 04 February – 19th May 2019  Actual: 04 February – 19th May 2019 |
| Progress | Gantt Chart Version 1 has been created.  Gantt Chart Version 2 has been created.  Gantt Chart Version 2 has been modified.  Gantt Chart Version 3 has been created. |
| Outputs created | Gantt charts for each stage of the program has been created. |

## System Purpose Statement

|  |  |
| --- | --- |
| Status | Completed |
| Activity Owner | Ethan Roe |
| Objective | Create a statement that outlines the purpose of the system. |
| Activity dates | Planned: 11th February – 3rd March  Actual: 11th February – 08th March |
| Progress | Ethan has began to draft the system statement.  A final version has now been created. |
| Outputs created | Ethan Roe has created a system purpose statement that outlines the purpose of the system and what it does. |

## UML Use Case Diagram

|  |  |
| --- | --- |
| Status | Completed |
| Activity Owner | Ethan Roe |
| Objective | Create a use case diagram of how a user may interact with the program. |
| Activity dates | Planned: 11th February – 3rd March  Actual: 11th February – 31st March |
| Progress | A set of different use cases have been drafted out.  Diagrams have been created for each use case description. |
| Outputs created | A successful and accurate use case diagram has been created for each use case. |

## Use Case Descriptions

|  |  |
| --- | --- |
| Status | Completed |
| Activity Owner |  |
| Objective | *To run 10 training courses that will improve the knowledge of 500 police officers on how to correctly handle cases of domestic violence based on the new laws.* |
| Activity dates | *Planned:* *10 – 25 March 2014 and 10-25 September 2014*  *Actual:* *15 – 30 April 2014 and 10-25 September 2014* |
| Progress | *This activity has now started after a one month delay. The delay was due to the Ministry of the Interior having difficulty releasing the police officers to attend training. Five of the ten planned training sessions have been run. There was good attendance and participation by most police officers, although the trainer did mention that a small number of officers were routinely absent during important sessions. The remaining five sessions are still scheduled for September.* |
| Outputs created | *250 police officers have completed the training course on violence against women. Their average score on the knowledge test increased from 35% before the training to 78% after the training.* |

## Class Diagram

|  |  |
| --- | --- |
| Status | In progress |
| Activity Owner | Matthew Pritchard |
| Objective | Create a class diagram including each class’ methods and variables for the project. |
| Activity dates | Planned: 11th February – 3rd March  Actual: 11th February - Present |
| Progress | Initially, the class diagram was to be completed by the 3rd of march. However, after analysing the situation, it was decided that the class diagram would have multiple versions. The initial class diagram would have the base line for the whole system, while new revisions would be created as the project is created. |
| Outputs created |  |

## State Machine Diagram

|  |  |
| --- | --- |
| Status | In progress |
| Activity Owner |  |
| Objective | *To run 10 training courses that will improve the knowledge of 500 police officers on how to correctly handle cases of domestic violence based on the new laws.* |
| Activity dates | *Planned:* *10 – 25 March 2014 and 10-25 September 2014*  *Actual:* *15 – 30 April 2014 and 10-25 September 2014* |
| Progress | *This activity has now started after a one month delay. The delay was due to the Ministry of the Interior having difficulty releasing the police officers to attend training. Five of the ten planned training sessions have been run. There was good attendance and participation by most police officers, although the trainer did mention that a small number of officers were routinely absent during important sessions. The remaining five sessions are still scheduled for September.* |
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## Sequence Diagram

|  |  |
| --- | --- |
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| Objective | *To run 10 training courses that will improve the knowledge of 500 police officers on how to correctly handle cases of domestic violence based on the new laws.* |
| Activity dates | *Planned:* *10 – 25 March 2014 and 10-25 September 2014*  *Actual:* *15 – 30 April 2014 and 10-25 September 2014* |
| Progress | *This activity has now started after a one month delay. The delay was due to the Ministry of the Interior having difficulty releasing the police officers to attend training. Five of the ten planned training sessions have been run. There was good attendance and participation by most police officers, although the trainer did mention that a small number of officers were routinely absent during important sessions. The remaining five sessions are still scheduled for September.* |
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## Database Creation

|  |  |
| --- | --- |
| Status | Completed |
| Activity Owner | All team members |
| Objective | *Create a database that can be used universally for each requirement of the project* |
| Activity dates | *Planned:* *10 – 25 March 2014 and 10-25 September 2014*  *Actual:* *15 – 30 April 2014 and 10-25 September 2014* |
| Progress | *This activity has now started after a one month delay. The delay was due to the Ministry of the Interior having difficulty releasing the police officers to attend training. Five of the ten planned training sessions have been run. There was good attendance and participation by most police officers, although the trainer did mention that a small number of officers were routinely absent during important sessions. The remaining five sessions are still scheduled for September.* |
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## Gui Design

|  |  |
| --- | --- |
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| Activity dates | *Planned:* *10 – 25 March 2014 and 10-25 September 2014*  *Actual:* *15 – 30 April 2014 and 10-25 September 2014* |
| Progress | *This activity has now started after a one month delay. The delay was due to the Ministry of the Interior having difficulty releasing the police officers to attend training. Five of the ten planned training sessions have been run. There was good attendance and participation by most police officers, although the trainer did mention that a small number of officers were routinely absent during important sessions. The remaining five sessions are still scheduled for September.* |
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## Job Progress Component

|  |  |
| --- | --- |
| Status | In progress |
| Activity Owner | Ryan Pickering |
| Objective | Create an interface that will allow a user to be able to view and edit details of a job. |
| Activity dates | Planned: 4th March – 31st March  Actual: 18th March – 6th May |
| Progress | A wireframe has been created for a basic template of what the job progress component should look like.  This template has now been created using a GUI creator.  SQL queries have been created to allow the user to save and update jobs from the database. |
| Outputs created | A presentable and ergonomic interface has been created. This interface allows the user to search for a job, update the job, create a new job and view all of the relevant details. |

## Task Allocation Component

|  |  |
| --- | --- |
| Status | In progress |
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| Objective | *To run 10 training courses that will improve the knowledge of 500 police officers on how to correctly handle cases of domestic violence based on the new laws.* |
| Activity dates | *Planned:* *10 – 25 March 2014 and 10-25 September 2014*  *Actual:* *15 – 30 April 2014 and 10-25 September 2014* |
| Progress | *This activity has now started after a one month delay. The delay was due to the Ministry of the Interior having difficulty releasing the police officers to attend training. Five of the ten planned training sessions have been run. There was good attendance and participation by most police officers, although the trainer did mention that a small number of officers were routinely absent during important sessions. The remaining five sessions are still scheduled for September.* |
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| Activity Owner |  |

## User Account Component

|  |  |
| --- | --- |
| Status | In progress |
| Activity Owner |  |
| Objective | *To run 10 training courses that will improve the knowledge of 500 police officers on how to correctly handle cases of domestic violence based on the new laws.* |
| Activity dates | *Planned:* *10 – 25 March 2014 and 10-25 September 2014*  *Actual:* *15 – 30 April 2014 and 10-25 September 2014* |
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## Job Delay Component

|  |  |
| --- | --- |
| Status | In progress |
| Activity Owner |  |
| Objective | *To run 10 training courses that will improve the knowledge of 500 police officers on how to correctly handle cases of domestic violence based on the new laws.* |
| Activity dates | *Planned:* *10 – 25 March 2014 and 10-25 September 2014*  *Actual:* *15 – 30 April 2014 and 10-25 September 2014* |
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## Statistics Component

|  |  |
| --- | --- |
| Status | Not Started |
| Activity Owner |  |
| Objective |  |
| Activity dates | *Planned:*  *Actual:* |
| Progress |  |
| Outputs created |  |

## Testing

|  |  |
| --- | --- |
| Status | Not Started |
| Activity Owner |  |
| Objective |  |
| Activity dates | *Planned:*  *Actual:* |
| Progress |  |
| Outputs created |  |

# Challenges and Lessons Learned

The following table summarises the challenges we have faced during the reporting period and the lessons learned / solutions for each challenge.

|  |  |
| --- | --- |
| Challenge | Lessons learned / solutions |
|  |  |
| Class diagram was initially meant to have one version. | <Insert> |
| Project management tasks took considerably longer to be fully complete than expected. | (due to new revisions being created such as gantt charts), (new files being created in response to comments made in meetings with Cliff). |
| <Insert> | <Insert> |
| <Insert> | <Insert> |
| <Insert> | <Insert> |
| <Insert> | <Insert> |