

# Approach to Team Organisation

To make best use of the expertise of team members, we communicated and identified each member's strengths and weaknesses. Once that was done, we assigned team member leadership over different aspects of the project (Based on our previous conversation). We then had a general coordinator responsible for ensuring the health of the project as a whole.

All team members will work on all aspects of the project as is needed in line with the work plan we laid out (as can be seen in the *Project Planning* document). This allowed us more flexibility in setting our project timeline. If we assigned team members fixed responsibilities we would have difficulty assigning all team members a task for the week, for example if a pair of team members were solely responsible for the implementation of the project we would be forced to assign development tasks before the requirements, architecture and planning. Conversely if a team member was responsible for the method selection they would have to make lots of decisions in the first couple of weeks and then would be largely done with the project as the methods of development and team organisation must be decided early in the project. This is clearly not suitable for the project and would require too many sacrifices to be workable.

Our selected method of team organisation still allows team member's to take ownership over aspects of the project, we felt as a group this would be important to boost project buy-in. It also ensures all aspects of the project are advocated for throughout the project and no tasks fall through the cracks without the downsides of fixed responsibilities. We considered potential drawbacks of our approach, for example we felt the approach increased the risk team members would become over focused on one aspect of the project, in this case the aspect of the project they are leading, this risk was mitigated by the fact team members will work on all aspects of the project. Overall we felt the benefits of the approach outweighed the risk.

To ensure the project is resilient we will ensure there is ample communication between members, each aspect of the project will have a channel on the group Discord in which all members will be kept informed. This means if by some means a member of the group becomes unavailable (for example due to illness) someone else can easily pick up from where they left off. To back this up we will aim to have more than one member working on each aspect of the project wherever possible.

This method of organisation fits well with how we will coordinate the project as laid out in our *Outline and Justification of Selected Methods* document. In each practical as we assign tasks there is a member to ensure that sufficient progress is being made on each aspect, this allows us to be more flexible and know more easily when we need to adapt the plan to focus more members on an area in which we are underperforming.