Milestone 1 Scrum Report

All students are expected to attend the scrum meetings and to participate. Failure to do so will result in greatly reduced grades.

GROUP 10

Members Present:

1. Jasmin Grace Precioso Aro	4. Duong Truong Phuc Nguyen
2. Huynh Huy Hoang	5.
3. Syed Abdullah	6.

Milestone 1 Tasks

In this phase of the project you will:

- Setup teams of about 3-5 developers (6 is too large)
- Write and sign a team contract
- Create a GIT account
- Create a Jira account
- Add your professor to the GIT and Jira accounts
- Update Jira with the work performed and planned

Deliverables due 4 days after your lab day:

- Completed team contract.
- Fully initialized Git repository. **Be sure to send your professor the link to your GitHub repository and a screenshot of the GitHub users.**
- Fully setup Jira project. **Be sure to send your professor the link to your Jira Project.**
- Completed scrum report including reflection questions answered.

Rubric

Individual	Group participation	80%
	Teamwork	20%
Group	Contract	25%
	Git repository	25%
	Jira project	25%
	Scrum report & reflections	25%
Deadline	20% deduction for each day you are late	
NOTE	Both the individual and group marks are calculated separately. Each member of the group will have their mark calculated based on their contribution to the group work and their contributions to the team. The group participation is a percentage that your professor feels you contributed to the group work. This	

	is multiplied by the weight of the group participation component to determine your grade.	

Scrum Report

Summary of Tasks Completed or Delayed in the last week:

Here you can list all of the tasks completed in the last week along with any tasks which could not be completed with a reason why they could not be completed.

Member	Tasks Completed	Tasks Delayed/Blocked
Group	**Initiate communication**	**Not able to contact 1 member of group**
Huynh Huy Hoang	Group contract + create discord server for discussion + Reflection 1.	N/a
Jasmin Grace Precioso Aro	Group contract + scrum shared docs Reflect question 2	N/A
Syed Abdullah	Group contract + MS1 Scrum report Reflection question 3	N/A
Duong Truong Phuc Nguyen	Group contact + Reflection question 4.	N/A

For every task delayed or blocked, describe the reason for the delay or block, how it impacts the project and the proposed solution or workaround**.**

Delayed or Blocked Task	**Not able to contact 1 group member**
Reason for delay or block	**They were not responding**
Impact on Project	**We are not sure if they will be contributing to the group going forward**
Solution or work-around	**Continue to try to establish communication, if they don't respond by next class day speak to the professor**
Delayed or Blocked Task	**N/A**

Reason for delay or block	**N/A**
Impact on Project	**N/A**
Solution or work-around	**N/A**

Summary of Meeting:

A summary of the main points discusses in the meeting and the outcomes of the discussions.

Topic	Discussion Summary	Outcome
Establish Communication	**Get usernames of group members, create group on discord**	**Successfully created group where we can communicate with one another**
Getting Started	**setting up Jira, GitHub, initial documents, assigning tasks**	**Successfully contact with group members and discuss about the milestone**

Summary of Decisions Made:

This will include major architecture and design decisions, testing decisions, prioritization of tasks, dealing with problems encountered and other major outcomes from the meeting.

Decision	Rationale
Which platform to use to communicate : Discord	Everyone had a discord account
Picked a date to meet online: Choose Thursday evening	Almost everyone was free
Created Github and Jira accounts	Needed to create these for MS1
Created google doc document for contract	We all could work on the document at the same time.
Created google doc document for scrum report	We all could work on the document at the same time

Everybody picked 1 reflection question	Divided up the workload
Uploaded final document to Github and Jira	Needed for MS1
Sent professor a email with links and documents attached	Final submission for MS1

Tasks Attempted During Meeting:

Each member is assumed to participate in the scrum meeting and contribute to the completion of the scrum report and reflections. Since the scrum meeting will not take more than 20-30 minutes, there is lots of time left to undertake some of the actual work tasks. In the table below, each member should list what they did to complete the scrum report, the reflections, and 1-4 other tasks they completed during the class period. If a task cannot be completed, the student should indicate why this was not possible.

Member	Task Attempted	Time Spent	Complete ?
ALL MEMBERS	Completed Contract	10 Mins	Yes
ALL MEMBERS	Completed Scrum Report	15 Mins	Yes
Huynh Huy Hoang	Completed reflection question 1	10 Mins	Yes
Jasmin Grace Precioso Aro	Completed reflection question 2	10 Mins	Yes
Syed Abdullah	Completed reflection question 3	10 Mins	Yes
Duong Truong Phuc Nguyen	Completed reflection question 4	10 Mins	Yes
ALL MEMBERS	Created Github repository	10 Mins	Yes
ALL MEMBERS	Created Jira project	10 Mins	Yes

Scrum Tasks Selected for Next Week:

The tasks each member has selected to pursue for this class or the next week.

Group Member	Task Description
ALL MEMBERS	Have a call on Monday and determine tasks for that week. Usually would be a in person meeting but it is a holiday on monday so no school
ALL MEMBERS	Have a call on Thursday or Wednesday where we can talk about our progress and how the submission process will look like
ALL MEMBERS	Communicate on discord regarding progress or setbacks

Major Outcomes of Meeting:

This is where you should highlight the major accomplishments of the class.

Outcome	Impact on Project
Created Discord group	Established a way to communicate with one another
Created Github repository	Can upload(push) our work onto this repo
Created Jira project	Use this to plan ahead
Began scrum report	Everyone knew their part to complete and scrum report was completed
Completed contract	Everyone in the group signed off and knew what was expected of them

Things That Went Well in This Meeting:

Here you can highlight things which worked well. This indicates that the way you worked on these items is working and should be continued.

Topic/Work Item	Reason for Success
Collaboration	Everybody was communicating with one another and this made it easy to delegate and accomplish tasks

Things That Did NOT go Well in This Meeting:

This is where you can list things which did not go well in the class. You should analyze why this happened and suggest how you can improve it next time. This will lead to the goal of *continuous process improvement*.

Topic/Work Item	Reason for Problem and How to do Better

Reflections (to be answered by the group):

Answer the following questions using your own words. Make sure that each answer comprises a minimum of 100 words.

1. **GIT is an example of a version control system. List and explain 3 benefits of using a version control system.**

   Git is an example of a version control system (VCS), a tool that tracks and manages changes to code or files over time. Three key benefits of using a VCS like Git include:

   -Collaboration: Multiple developers can work on a project simultaneously, with changes tracked and merged, reducing the risk of conflicts.

   -Version Tracking: A VCS keeps a detailed history of all changes, allowing developers to revert to previous versions or identify when and why a bug was introduced.

   -Backup and Recovery: Code is stored in a centralized repository, ensuring it's safely backed up and can be restored if needed.

2. **What is a version control system? Why does GitHub qualify as a version control system?**

   A version control system is a storage of multiple versions of a software. Because programmers constantly create and update codes, there needs to be a way to return to a previously working code in case something goes wrong with newer versions. So, anytime a code is updated, it can be archived in a version control system. Since version control systems are able to run both locally and remotely, many users use GitHub to store their version history. It's a public network so it's easily accessible and can be shared with others fairly easily. It does the same thing as a local version control system, though since it's remote, it would be making copies. Still, it functions just as well.

3. **What is Jira? How are we going to use Jira for this project?**

   Jira is a agile project management tool that is used by teams to plan, track, release and support software. Basically we use jira to create scrum boards. This helps with dictating workflows and progress tracking so that the software project can develop smoothly. The board can consist of large scale plans and day to day tasks. Jira helps team members collaborate with one another so that the project can move ahead at a steady pace. We will be using Jira to plan and track our project. Our job boards will have our plans for the week and the tasks that each team member will have to accomplish by a certain date. This will help everyone stay on track and will result in a better end product.

4. **Why is a Kanban board useful in software development. What are the advantages of using Kanban board?**

   Kanban board is a useful tool in software development to help groups manage and improve their process in working with software development. There are many advantages of using Kanban board like:

- It provides clear visual images of missions and processes of working and helps members in teams see the status of work easily
- Members of a team can see what other members are doing and prompt each other together
- A team can limit the tasks that need to be done and focus on the tasks that should be done first after that can continue with new tasks.
- A team can use the Kanban board to follow the data like lifetime cycle and time complete and provide detailed information about the performance.
- The Kanban board helps to prioritize the important tasks and make sure that the important tasks should be completed first.
- A team can work on the Kanban board everywhere, every time.