

Peer Review Two Business Letter

Tutor: Dr. Syed Zaidi
Blackboard Team Number: 110

| Student Number | Team Member Name |
|----------------|-------------------------|
| N9455396 | Michael Leontieff-Smith |
| N9136703 | Amos Fox |
| N8608369 | Kirwan Elmsly |
| N8686009 | Tom Hughes |
| N9454195 | Nicolaas Van Breda |
| N9438645 | Thanh-ha Nguyen |
| N9686100 | Christos Amarandos |

Date: 19/10/2016

From: Team 05 Company Headquarters
Mackay, Queensland, 4152
Mobile: 04 4314 2114
Telephone: 07 8174 2857
Email: representative@team05tech.com.au



To: Mr. Houtsma,
Developer Representative for Team 04
Office 2 of Team 04 Enterprises

Subject: Sprint One development of the Music School Web Application (Team 04)

Team 5,

It is once again our pleasure to contact you regarding your progress report for sprint three of the Music School Website. Overall we are immensely satisfied with both your progress and quality of work, and would like to take the time to express our appreciation for the hard work that has been put into development thus far, and to review the intricacies of the presentation you gave on Friday the 14th of October.

Firstly, we were impressed with your preparation for the demonstration and appreciate the fact that we spent a minimal amount of time waiting for the demonstration to begin. Alongside this, the positives also extend to the progress report, where we are happy to say that you continue to make excellent progress on our product, and as a result we are very excited for the upcoming Release Two. Overall, your presentation reflected a high level of effort and execution, and consequently we have no suggestions for improvement.

We were very pleased to note that your development thus far has adhered very closely to the proposed sprint plan, and we are satisfied that all user stories proposed for the current sprint have been completed on schedule and to a high level, this decision of ours was supplemented by your detailed Burndown Chart, which conveyed in immense detail the distribution of progress throughout the sprint. In addition to the aforementioned expectations for this sprint, we would also like to express our gratitude at how quickly you have been able to update the styling of the website after we raised concerns at our last meeting. While we respect your counter concerns regarding the lack of colour the website now exemplifies a more professional aesthetic that adds further business value to the product.

Despite our approval of your sprint plan, you neglected to include the time estimates. It is imperative that we stress, with a prevailing sense of déjà vu, the importance of the client knowing your time estimates, as this reflects your schedule and in turn your billed time. We are somewhat disappointed that we must raise this point again, as we felt we communicated this requirement in our previous letter to your team. In addition to this, while we were satisfied that the presentation covered the assigned story points, we felt that more time could have been spent explaining the justification behind each story point to give our team a better understanding of the work you put into this sprint. Despite these criticisms, our team is satisfied with your development thus far and are pleased to inform you that the product you have developed has already delivered substantial business value to our company.

In regards to the technical aspects covered in your presentation, we felt that the brief recap of the technologies you gave at the beginning of this presentation complemented the more detailed description you provided us with in your last presentation very well. Due to the level of abstraction you included in your explanations, our non-technical board members were able to interpret your solution to a high level, and they even learned what a variable was! This component was clearly the stand-out moment of your presentation. This is with other elements such as technical issues following suit as being clearly explained, countered and recovered from. We can sympathise with internet issues and we were impressed with your ability to improvise until the problem was resolved. From both the demonstration of the development thus far and the information provided to us in your presentation, we were confident that your team has implemented all of our requested functionality to a high level. As a result of this, we have no suggested areas of improvement and commend you on your efforts in this regard.

Moving on from the user stories and presentation, we would like to take the time to summerise our impression of your acceptance criteria and the corresponding demonstration you provided us at the conclusion of the presentation. Overall, the content and detail of your acceptance tests and criteria were stellar, with each user story being accompanied with a multitude of criteria that accurately reflected our high standards. What makes this more impressive is that all functionality that you were contracted to implement was done so to a standard that allowed it to pass all acceptance tests, representing a significant milestone in our relationship.

In conclusion, both my team and I are extremely satisfied with the progress of development thus far. As in our last letter, we would like to reiterate that both the product development and communication you provided throughout this presentation is of the highest quality, and we continue to feel assured in our choice of development team for our project. Again, as with our last letter, this current incarnation does include minor recommendations for improvements that can be made to future presentations, however we include these only to improve the strong working relationship that exists between our teams.

Kind regards,

A handwritten signature in black ink, reading "M Leontieff". The signature is fluid and cursive, with the first letter 'M' being large and prominent. The last name 'Leontieff' is written in a similar cursive style.

Michael Leontieff (Team Representative)

Team 05