# **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**: \_\_\_\_\_\_\_\_\_\_\_1\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Members Present**:

|  |  |
| --- | --- |
| 1. Mahmadsahil Shah | 4. Pouya Rad |
| 2. Dil Humyra Sultana Borna | 5. Ryaan Farrukh |
| 3. Ying Wang | 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**

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| --- | --- | --- |
| **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.

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| --- | --- | --- |
| **Member** | **Tasks Completed** | **Tasks Delayed/Blocked** |
| **Mahmadsahil shah and Ryaan Farrukh** | **Github, jira setup and file uploading** | **N/A** |
| **Humyra, Ying and Pouya** | **Scrum report and Group contract** | **N/A** |
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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**.**

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| --- | --- |
| **Delayed or Blocked Task** | **N/A** |
| **Reason for delay or block** | **N/A** |
| **Impact on Project** | **N/A** |
| **Solution or work-around** | **N/A** |
|  |  |
| **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.

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| Topic | Discussion Summary | Outcome |
| GitHub setup | Invited all members to the GitHub repo along with professor | Everyone created and joined |
| Jira Project | Created and invited all group members to join the project. | Everyone created and joined |
| Reflection | Learned about setting up collaboration tools | Get to know about the benefit of the tools |
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**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.

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| Decision | Rationale |
| Assigning Team Leader | I was assigned as the team leader for the project |
| Creating accounts | Told everyone to create accounts for GitHub and Jira |
| Inviting everyone | Invited everyone to join the GitHub repo and Jira project |
| Writing Scrum Reports and Creating Group Contract | Discussed writing the scrum report and creating a group contract |
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**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.

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| --- | --- | --- | --- |
| Member | Task Attempted | Time Spent | Complete? |
| Mahmadsahil shah and Ryaan Farrukh | **Github and jira setup and file uploading** | **2 hr** | **Yes** |
| Humyra, Ying and Pouya | **Scrum report and group contract** | **2 hr** | **yes** |
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**Scrum Tasks Selected for Next Week**:

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

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| Group Member | Task Description |
| N/A | N/A |
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**Major Outcomes of Meeting:**

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

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| Outcome | Impact on Project |
| GitHub, Jira, Reflection | Completed Milestone 1 |
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**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.

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| Topic/Work Item | Reason for Success |
| Scrum report and group contract | **Everyone support each other** |
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**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*.

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| Topic/Work Item | Reason for Problem and How to do Better |
| N/A | **N/A** |
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**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.

* Collaboration: Version control systems (VCS) like GIT enhance team collaboration by allowing multiple contributors to work on a project simultaneously. They enable developers to work on separate branches without interfering with each other's work, facilitating a smoother integration of changes.
* History Tracking: VCS provide a detailed history of all changes, including who made the change, what was changed, and when it was changed. This feature is crucial for tracking progress, understanding decisions, and reverting changes if necessary.
* Branching and Merging: They offer powerful branching and merging capabilities, allowing developers to experiment in isolated environments and integrate new features or fixes without impacting the main project stability. This encourages innovation while maintaining project integrity.

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

Jira offers several advantages for managing software projects. Firstly, it enhances team collaboration by centralizing communication and task management, ensuring that team members are consistently aligned with project goals. Secondly, Jira's robust issue and bug-tracking capabilities allow for efficient identification, prioritization, and resolution of problems, maintaining high-quality standards. Lastly, it supports various project management methodologies like Agile, Scrum, and Kanban, providing flexibility to adapt to different project requirements and working styles. This adaptability makes Jira a versatile tool for a wide range of software development projects, improving overall productivity and project outcomes.

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

Originally developed at Toyota in the 1940s, the Kanban board is a visual tool for managing work processes. It helps in visualizing work, enabling teams to see the flow of tasks from start to finish, which aids in identifying bottlenecks and optimizing workflow. Its flexibility allows for real-time adjustments to work priorities, promoting efficiency. The Kanban board supports continuous improvement by highlighting process inefficiencies, making it invaluable for maintaining productivity and streamlining workflows in various projects.

1. Why is a Kanban board useful in software development. What are the advantages of using Kanban board?  
     
   A Kanban board is a visual tool used in software development to manage workflows and track the progress of tasks. It originates from lean manufacturing principles and has been adapted to various fields, including software development, to improve efficiency and productivity. Here are the key reasons why a Kanban board is useful in software development and the advantages it offers:

Reasons for Use in Software Development:

Visual Management, Improved Communication and Collaboration, Flexibility and Adaptability, Continuous Delivery, Focus on Flow.

Advantages of Using a Kanban Board:

Increased Efficiency, Better Workflow Management, Enhanced Transparency, Focus on Continuous Improvement, Reduced Cycle Time, Easier Identification of Bottlenecks, Increased Flexibility, Better Predictability, Improved Quality.