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: _4_____

Members Present:

1. Judd Niemi	4. Abdiwali Warsame
2. Riaz Hossain	5. Christopher Nebelsky
3. Mustafa Siddiqui	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
Mustafa Siddiqui (3)	- **Setup directory structure + added starter code on GitHub** - **Updated my task + added comments on Jira**	**None**
Riaz Hossain	- **Set up GitHub Repository** -	**None**
Judd Niemi	**-Set up scrum report** **-reflection**	**none**
Abdiwali Warsame	- **Complete group contract** - **Update scrum**	

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	
Reason for delay or block	
Impact on Project	
Solution or work-around	
Delayed or Blocked Task	
Reason for delay or block	
Impact on Project	
Solution or work-around	

Summary of Meeting:

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

Topic	Discussion Summary	Outcome
Project workload distribution	**Talked about the workload and what each member is comfortable doing.**	**Members were assigned their roles in the project**
Due Dates	**Talked about the due dates and finalized our submission date/time**	**Agreed on the submission time**

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

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?

Mustafa Siddiqui	- Scrum report completion - GitHub repository setup	**20 mins** **20 mins**	Yes Yes
Judd Niemi	- Scrum report - Reflection	20 mins 20 mins	**yes**
Abdiwali Warsame	- Group contract - Scrum report reflection	20 min 20 min	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
Mustafa Siddiqui	Research A* pathfinding algorithm for shortest path implementation
Judd Niemi	Begin analysis of provided starter code and problem requirements
Abdiwali Warsame	Set up local development environment and clone repository

Major Outcomes of Meeting:

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

Outcome	Impact on Project
Successfully established GitHub repository with proper structure	Provides foundation for version control and collaboration throughout project
Clear contract has been established	Provides clear foundation for what is expected of each other

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
Repository Setup	**Things went smoothly, team member had experience using github**

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. How did using GitHub simplify storing and organizing project files? Reflect on how having a centralized repository improved accessibility and efficiency for the team.

   Using GitHub significantly simplified our project file organization by providing a centralized, cloud-based repository that all team members can access from anywhere. The ability to create a structured directory system with folders like `SourceCode`, `GroupContract`, `ScrumReports`, `TestPlan`, and `TestDocuments` helped us organize our work from the very beginning. This centralized approach eliminated the common problem of files being scattered across different team members' computers or email threads. The version control features ensure that we always have access to the latest version of files, and the commit history provides a clear trail of changes made by each team member. The repository structure also enforces good organizational habits from the start of the project, which will be crucial as our codebase and documentation grow more complex in later milestones.

2. How did GitHub help you manage file sharing and collaboration among team members?

   GitHub helped us manage file sharing and collaboration by providing a shared space where everyone could contribute, review, and update project files in real time. Instead of manually sending files back and forth or worrying about outdated versions, we could simply push our changes to the repository and pull updates made by others. The use of branches allowed team members to work on different tasks simultaneously without interfering with each other's work, and pull requests made it easy to review and discuss code before merging it into the main branch. GitHub's integration with issue tracking and project boards also improved our task management and accountability. Each team member could be assigned specific tasks, and progress could be tracked transparently. Overall, GitHub streamlined our collaboration and reduced the confusion and miscommunication that can often happen in group projects.

3. How did the Kanban board in Jira assist in visualizing the progress of tasks and identifying bottlenecks? Reflect on how this feature helped prioritize tasks and manage the overall project timeline.

   Using the kanban board in Jira helps improve workflow and organization during the project. The board gives a clear and real time visualization of the project. The visualization lets team members know what is done and what still needs to be worked on. The Kanban board shows what tasks should be prioritized, it also shows which tasks should be worked on by who. The Kanban board allows team members to leave comments for each other. It also has lots of things

that help with managing and organizing work. These features allow everyone on the team to work as effective as possible together to make sure things are done one time.

4. How did using Jira to create and assign tasks improve your ability to manage the project's workflow? Reflect on how breaking down the project into smaller tasks helped you maintain clarity and focus

Using jira helps by improving visibility and organization. The progress tracker helps us to not feel overwhelmed. It also keeps team members accountable to the group as we can see who has completed their tasks and who is not moving forward. Breaking the milestone that needs to be completed into smaller tasks with clear description, headlines, and progress tracker makes teamwork very helpful without causing confusion.