

PPA:

Things that were done right:

1. We conduct zoom meetings in each assignment to analyze and reasonably assign tasks to team members. Each team member can equally assign tasks and allocate contribution values in a balanced way according to the difficulty of content. In all tasks, each team member contributes about 20%. Group members reached a unified consensus through communication. And previewed and modified each part in the final integration.
2. The mockup prototype presentation with the TA (client) was informative, we have
3. conveyed our ideas and thought processes clearly with the client.
4. The diagram that we used in our mockup prototype presentation helped the client to understand the concept clearly.
5. Each teammate offered help to the other teammate's questions.

Things that were done wrong:

BRS: Business Purpose: We have described here is the BRS document overview rather than business purpose. Business purpose should describe what we are doing and why. Business environment: We have described the user-related scope here. And we need to Include the business aspect such as market trends, laws and regulations, Mission, Goals, and Objectives in BRS: This is written from the stakeholder (users) perspective.

Identify any exceptional situations:

1. This part of the project was done during the pandemic situation. Our team meetings were held virtually, which created some level of communication inefficiency due to inevitable network connection issues.
2. There are not sufficient specification examples to follow.

How would you do things differently:

1. We would learn more concepts about the business and the business requirements with software.
2. We would connect with the client more, to better understand the user requirements through daily conversations. This also can let us realize the environment.

The most important 3 things that you could personally have done to improve the process:

1. More rigorously interview stakeholders early in the process.

2. During the interview with the clients, try to avoid too many technical jargons and sensitive words. Make the interviewer feel comfortable.
3. Hold meetings more often with stakeholders to perform requirements validation.