

Weekly Status Report

Team 1

Meeting Date: 1st and 2nd November 2017

Total Hours Spent: 4

Team Members and Responsibilities:

Zhao Chenxi: Scrum master & Documentation.

He Xiangtian: Documentation Assistant & Drawing assistant:

Muhammad Sadiq Ikram: Developer.

Syed Mudassir Mansoor Shah: Junior Developer.

Ma Bowen: Junior Front-end development.

Jiang Zhiyu: Designer of development.

Pavan Kumar Lakshmisetty: Testing and Quality Assurance.

Summary: In the first week we distributed the roles and responsibilities among members. We decided which language we should adopt and which product we should develop. The tool to develop the product and what motivates us to develop the product and language. To develop the product we will take a hybrid approach which combines Agile (Scrum) + Lean (VSM) to utilize the maximum time.

- i. **Project Overview:** Enterprise Resource Planning (ERP).
- ii. **Development Language:** C#, JQuery, JavaScript.
- iii. **Development Tool:** Microsoft Visual Studio.
- iv. **Monitoring Progress Tool:** Trello.
- v. **Communication Tool:** Messenger.
- vi. **Teams Division:** Developers (Team A) and Documentation (Team B).
- vii. **Development Methodology:** Agile (Scrumming) + Lean (VSM).
- viii. **Numbers of Sprints:** 3.
- ix. **Team division:** Two teams Developers (Team A) and Documentation (Team B).
- x. **Pre-study:** scope of the multiple products.
- xi. **Difficulties:** Project Selection, Programming Language, Communication, Responsibilities and Team division.
- xii. **Challenges:** Lack of Expertise, Time Management, Other Courses, Communication.
- xiii. **Motivation:** ERP is one of the most popular among industries. We choose this because we will learn maximum things within minimum time limits. ERP covers the both ends IT and Business so we will have the knowledge of both sides.

Meeting 1 (1st November): we came to know each other abilities. We discussed the project what product we should develop roles that are required for our project. What methodology we should adopt for the development process. We divide our self into two team to eliminate the communication gap.

Meeting 2 (2nd November): We finalized the roles and product we should develop. We discussed the product backlog and sprints. Finalize the progress monitoring tool, communication tool.

Next Week proposal work: We will start developing on the project after describing product backlog through poker planning then we will come to know which user stories are to be completed first.