Iteration 1

Stakeholder Template:

Ben filled out the stakeholder template using MS Word. Bodie and Jordan assisted via Teams voice chat in the filling out and completion of the Register. Ben edited the document to follow requirement formatting guidelines.

Weekly Minutes Report:

Bodie filled out the Minutes Report via a word processor, while Ben and Jordan assisted via MS Teams with ideas and information to complete it. Bodie followed up the first draft by adding missed fields and re-organising the formatting.

Personas:

Bodie wrote and completed Persona 1 and 2 on MS word, with Jordan completing Persona 3 also on MS Word. After they were shared with the group, Ben wrote a review highlighting the first and final impressions of the Personas.

Challenges:

Some challenges our team faced was communication. Having to communicate online due to the cyclone is not ideal, and everyone’s schedule very rarely line up outside of study hours.

Achievements:

The Team divided up the work well. No one had proportionately more or less to carry out, and assistance was given and provided when asked for. Overall teamwork was good, and team morale is high.

General Comments:

Communication was largely through teams during lecture and lab time with some discord chats outside of class. All documents were created in MS office, and tracked via Git. Some problems with the stakeholder template and Agenda minutes were raised and addressed when we requested help from Noor. Iteration 1 has gone smoothly and hopefully successfully.