**Task Management**

Tasks were allocated based on personal preference. A review of the skill audit concluded that all members of the project were capable of completing any mission. The first meeting hosted on Discord, A Discussion each subtask of each task allowed the members to form a preference for which tasks they would like to be allocated to. Discord is a free application allowing members of the team to communicate through organized conversation (Discord, no date). After the discussion, asks were allocated as follows:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name: | Email: |  | Task Allocated: |  |
| Steven Preston | w18005080@northumbria.ac.uk | Project Management | Additional Data | Iterative |
| Eve O’Brien | w18009288@northumbria.ac.uk | Project Ideation | Solution Testing | Development |
| Phillip Reed | w18011988@northumbria.ac.uk | Solution Design | Baseline Implementation | (TEAM) |

The Missions were broken down into each task to identify the path needed for a seamless completion through the agile development methodology. The breakdown of the tasks allows for members of the project to work individually on a subtask seamlessly without having to wait on another members subtask completion, i.e., a member cannot test the model without the baseline solution implemented. The subtasks were broken down and prioritised to reduce potential risks (KissFlow, 2021). The tasks are broken down for agile development. Agile development was used as it promotes sustainable development (Agile Manifesto, 2001), The project was structured to minimise the reliability of team members, by the prioritisation of subtasks in the master schedule which aims to minimise this risk.

**References**

Discord (no date) Why Discord is Different. Available at: <https://discord.com/why-discord-is-different> (Accessed: 02/03/2021).

Beck, K. et al., *Manifesto for Agile Software Development*. Available at: <http://agilemanifesto.org/iso/en/manifesto.html> (Accessed: 02/03/2021).

Kissflow (2021) *The 9 Key Benefits of Using the Agile Methodology.* Available at: <https://kissflow.com/project/agile/benefits-of-agile/> (Accessed: 02/03/2021).