

Team Management Plan

Group B

Caleb Graves

Daniel Harris

Gwang-Seop Shin

Sylvia Unimna

1. TEAM MANAGEMENT STRUCTURE (TOOLS, MEETINGS AND COMMUNICATION STRATEGIES)

We assigned Caleb as the lead and during the first meeting, all group members laid out each of their strengths and weaknesses and Caleb then used a strength-based selection system to assign work to each group member.

We had all our meetings in the Presentation rooms in the library, we decided to use these rooms because compared to other rooms in the library, the presentation rooms had TV's which we could use compared to using our laptops.

Starting March 11th, we had meetings every Sunday from 7-9pm and each Sunday each group member had an assigned task given to them the previous week that we had to show progress on.

We communicated mainly through Facebook Messenger and sometimes through in-class discussions. This way we were able get questions answered quickly as opposed to waiting till the next group meeting.

2. ELEMENTS ASSIGNED TO EACH TEAM MEMBER

Caleb Graves:

- Source Code for User Password Authentication.
- Source Code for Creating and Editing of Postings.
- Source Code for User Subscription to Topics and Subsequent Notifications.
- UML Class Diagram.
- High Level Documentation.
- Developer Test Suites for User Postings and User Subscription.
- Gantt Chart

Daniel Harris:

- Source Code for Creation of Discussion Groups.
- Source Code for Join a Group
- Developer Test Suites for Group and User Functionality
- Docstrings explaining the Module Interface.
- Internal Documentation explaining Design Issues
- README file.

Gwang-Seop Shin:

- Use case for User Subscription.
- Use case for Creation of Discussion Groups.
- Functional Requirements for User Subscription.

- Functional Requirement for Creation of Discussion Groups.
- Setting up HTML-Jinja template files for Layout.

Sylvia Unimna:

- Use Cases for User Password Authentication.
- Use Case for Creation and Editing of Postings.
- Use Cases for extra Functional and Non-Functional Requirements.
- Requirements Gathering.
- Compiling Requirements Document and making Connections to Use Cases.
- CSS Write up for each Jinja Template.
- Setting up User Interface for the prototype.
- Write up for Team Management Plan.
- Python Packaging for Distribution Zip file.

3. INDIVIDUAL RANKINGS

We decided to rank on a scale of 1-5, where:

1 – Dissatisfied

2 – Less Satisfied

3 – Satisfied

4 – Very Satisfied

5 – Completely Satisfied

Individual Effort:

- Caleb Graves: 5
- Daniel Harris: 5
- Gwang-Seop Shin: 3.5
- Sylvia Unimna: 5

Value of Contribution to Project:

- Caleb Graves: 5
- Daniel Harris: 5
- Gwang-Seop Shin: 4
- Sylvia Unimna: 5

Quality of individual Work-Product:

- Caleb Graves: 4

- Daniel Harris: 5
- Gwang-Seop Shin: 4
- Sylvia Unimna: 5

Teamwork:

- Caleb Graves: 5
- Daniel Harris: 5
- Gwang-Seop Shin: 4
- Sylvia Unimna: 5

Caleb did everything he was assigned to, had a majority of high level tasks done before his deadline passed, he basically initiated the creation process of the prototype.

Daniel helped immensely with organizing all the files and putting together a lot of documentation.

Sylvia took the initiative from the start to do the requirements gathering and documentation and most of all the front-end work.

Seop helped out with the code, requirements and keeping the project on track, although inexperienced he reached out to try to complete task with best of ability.