COMP1640 – Template Guidelines for Group Report

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# Table of Content

# Introduction about the project

* Introduce briefly about the project
* Include Project’s Repository
* Include credentials (Username and Password) of the project

# Roles

* Introduce Role and Responsibility of Each member

# Tools and Technologies

* Introduce Tools used in the project
* Introduce Technologies and Development Stack of the project

# Agile Documentation

## 4.1 Meetings

* Include Meeting minutes of All Sprint Planning
* Include Meeting minutes of All Spring Review
* Include Meeting Minutes of All Sprint Retrospectives

## 4.2 Product Backlogs

- Include Product Backlog of the Project

## 4.3 Sprint Backlog

- Include Sprint Backlog of each Sprint

## 4.4 Burndown Chart

- Include Burndown chart of the Project

# 5. Design Document

## 5.1 Use Case Diagram

## 5.2 ERD

## 5.3 Sitemap

## 5.4 Wireframes

## 5.5 Activity Diagram / Sequence Diagram

# 6. Implementation

## 6.1 Screen shot of the final Product

## 6.2 Test Plan

## 6.3 Screencast link

# 7. Evaluation

## 7.1 Assumptions

- Describe assumptions about the project / system

## 7.2 System Strengths

## 7.3 System weaknesses

## 7.4 Challenges

## 7.5 Lessons learned

# References

COMP1640 – Template Guidelines for Individual Report

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# Title page

Must include title page with a list of team members and roles, URL and password of group repository, site and screencast.

# Evaluation of product and process

Appropriate screen shots and commentary, with cross references to group documents, evaluative comments on the product and on the agile process used to build it

# Evaluation of team

A weighted scoring model of the entire team (including yourself) with own choice of criteria and weighting, supported by commentary on each individual member. Model is expected to produce a range of scores for the individual members.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| FACTOR | WEIGHT | PERSON A |  | PERSON B | PERSON C | PERSON D | PERSON E |
| Attendance | 6 | 8 |  | 4 | 6 | 7 | 6 |
| Timekeeping | 9 | 8 |  | 5 | 6 | 7 | 4 |
| Initiative | 5 | 8 |  | 6 | 6 | 4 | 4 |
| FACTOR D | 10 | 4 |  | 6 | 7 | 10 | 10 |
| FACTOR E | 6 | 8 |  | 7 | 6 | 5 | 3 |
| FACTOR F | 2 | 8 |  | 7 | 7 | 5 | 2 |
| FACTOR G | 5 | 8 |  | 7 | 7 | 6 | 1 |
| TOTAL | 43 | 7.1 |  | 5.8 | 6.4 | 6.9 | 5.1 |

|  |  |
| --- | --- |
| PERSON | TOTAL |
| PERSON A | 7.1 |
| PERSON B | 5.8 |
| PERSON C | 6.4 |
| PERSON D | 6.9 |
| PERSON E | 5.1 |

# Self-evaluation

Honest description of own contribution, and reflection on own performance and any lessons learnt