Weekly Report for Week Ending 4/7/17

Data 61 Team

Adam Hart  
Mitchell Gerard  
Nicholas Feikema  
Tyler Losinski

# Status Summary

* Have been coding and testing the new user stories that were set in place. Have gotten stuck at several points but for the most part on schedule.

## Top Highlights

* Finished coding basic arithmetic and have gotten most of conditionals done.

## Top Lowlights

* Had a big problem with parsing the JSON file.

# Activities, Accomplishments, and Project Effort

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Member** | **Activity** | **Description** | **Status** | **Effort** |
| Adam Hart & Mitch Gerard | Coding basic arithmetic | Worked together to finished the basic arithmetic functions | Ongoing | 4 hours x 2 |
| Team | Research | Familiarized with code made previously as well as researching answers to problems we were having | Complete | 2 hours x 4 |
| Team | Presentation | Prepared presentation for class | Complete | 1 hours x 4 |
| Nick Feikema | Test Cases | Test cases for the program | Ongoing | 2 hours |
| Tyler Losinski | Coding Conditional and composite functions | Worked on coding for conditionals and composite functions | Ongoing | 4 hours |
|  |  |  |  |  |

List any activities undertaken by members of the project team in the last week. These can include things done as a group.  
Effort should be estimated in terms of hours of time taken (e.g., 1.5 hours, 3 hours, .5 hours, etc.)

**Goals for Next Week**

* + - Adam and Mitch – Finish up coding the basic arithmetic functions and brainstorm ways to get along with our next sprint
    - Nick – Testing
    - Tyler – Finish up conditional and composite functions

## Risks

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **ID#** | **Status** | **Risk** | **Owner** | **Probability/ Priority** | **Impact** | **Trigger** | **Recommendation / Resolution** |
| R001 | Closed | No room to meet in for weekly meetings | team | 20%/Medium | We don’t have an adequate room to hold meetings | No place to meet | Find a place to meet weekly so we know we’ll always have a room for our meetings |
| R002 | Closed | Communication with sponsor over Skype | team | 55%/Medium | Lack of progress | Can’t progress in the right direction | Use communication tools that are more reliable such as email, Slack, or IM |
| R003 | Open | Incomplete testing | Team | 20%/Medium | Surprise bugs may pop up due to incomplete testing | Bugs appear when running code | Complete Unit testing and other testing as soon as possible |
|  |  |  |  |  |  |  |  |

**Issues**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **ID#** | **RID#** | **Status** | **Issue** | **Owner** | **Due Date** | **Impact** | **Recommendation / Resolution** |
| I001 |  | Complete | No repository on GitHub yet | Tyler Losinski | 2/3/17 | Nowhere to store files yet | Create a repository and get everyone added to it. |
| I002 |  | Complete | Sponsor has not been invited to organizational tools | Team | 2/5/17 | Text communication with sponsor is only available through e-mail | Invite sponsor to tool groups |
| I003 |  | Complete | Daylight Savings Time in both USA and AU | Team | 3/21/17 | Meeting times will shift based on Daylight Savings Time in both countries, which start on different days | Adjust meeting times based on these changes |
| I004 |  | Ongoing | Unable to find a way to parse certain aspects | Adam Hart | 4/14/17 | Parsing our JSON file has become difficult and we are looking for a way to get past it. It has set us back several hours | Set aside a day for the entire group to brainstorm / research ways to get past this. |

Risks and Issues tables should be maintained across multiple documents.

Do not remove issues or risks from the tables once added, but make modifications to the status as necessary.

**Project Success Tracking**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Project Success Indicator** | 1/27 | 2/03 | 2/10 | 2/17 | 2/24 | 3/03 | 3/10 | 3/17 | 3/24 | 3/31 | 4/07 | 4/14 | 4/21 | 4/28 |
| Planned milestone events are being met | OK | OK | OK | OK | OK | 3 | 4 | OK | OK | 6 | 7 |  |  |  |
| Budget is under control | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK |  |  |  |
| Quality control results are within specifications | OK | OK | OK | OK | OK | OK | OK | 5 | OK | OK | OK |  |  |  |
| Change control process indicates minimal requests for change | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK |  |  |  |
| Project resources are being supplied per schedule | OK | 1 | OK | OK | OK | OK | OK | OK | OK | OK | OK |  |  |  |
| Project team appears to be cohesive and reasonably happy | OK | 2 | OK | OK | OK | OK | OK | OK | OK | OK | OK |  |  |  |
| Users seem satisfied with progress of the work | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK |  |  |  |
| Top management remains visibly supportive of the project goals | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK |  |  |  |
| Third-party vendors are delivering quality items on schedule | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | n/a |  |  |  |
| Risk events are under control and nothing unusual is appearing | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK |  |  |  |
| Project training program is progressing according to plan | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK |  |  |  |
| Relationships with support groups have no identifiable issues | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK |  |  |  |

Update the Project Success Tracking table for each new weekly report.

Use **OK** to indicate that the project is track according to that criteria, **NA** to indicate a non-applicable criteria, or a number with a note below.

Notes:

1.) Failure to provide sponsor with Skype calendar invite as requested. Invites to tools should be prioritized.

2.) Failure of team member to use Slack vs. Group text created a little tension, but it was resolved.

3.) Intended to have full presentation ready for Iman, only provided an early version.

4.) Missed a task in our sprint to create test cases. It’ll will be moved to the next sprint

5) Possible that test cases being moved back may hurt our project in the long run. We plan on testing being done early next week to ensure no problems

6) Failure to complete sprint previous week has made the next sprint double up the work

7) Running into unexpected problems that make our coding double in time has set us back slightly