



\n - Newline

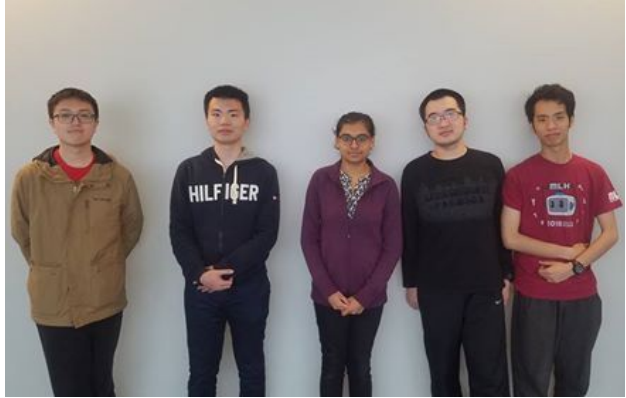
Team 19

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Team Overview

Meet The Team



Team Photo



Team Photo with Food

Team Description

We are team newline, a team of 5 students working together to create a scalable and efficient system for Scarborough Local Immigration Partnership (LIP). Using Spring and React, we are hoping to work together with the client to create a web application that would suit the needs of our clients - In hopes not only getting a good grade, but creating something meaningful for society.

Team Strengths

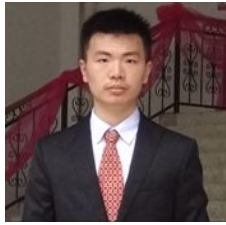
Utilizing our strength in Java, as well as some specialization in creating UI, we are using Spring and React to create a solid back-end and reactive front-end. With some of our team members having experience working in an agile environment from work terms, we hope to translate everything we have learned into this project.

Team Goals

As a team, we hope to not only are we hoping to succeed in this project with flying colors from our client and instructor/TAs. But we hope to learn a thing or two in different technologies and/or design along the way. Being unfamiliar with Spring, however experience in back-end technologies and Java, we hope to create a powerful REST API for our front-end - which would be learned by some of our members - to consume.

Team Members

Jialiang Lin



I am currently a third-year co-op Computer Science Student specializing in the Software Engineering Stream. I am passionate about data, which was one of the reasons why I choose to become a computer science student. During my first two academic years, I become familiar with several programming languages like Python, Java, JavaScript, Angular, and PostgreSQL. I grasped the basic thought of the application design and efficiency analysis. I had worked as a data analyst, where I assisted in the development of a company web platform for a starter-up in Fall, 2017. During my time there, I built up my communication and cooperation skill. Additionally, I learnt how to develop web applications, and automate the sorting and analysis process of data. I am a fast learner who is dedicated to my academic life, which helped me become who I am now.

Vishwaa Patel



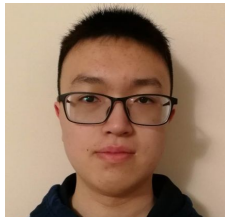
I am a 3rd year Computer Science student specializing in Software Engineering. I like to play badminton or cooking in my free time. I have completed one internship at General Motors as Android Developer Intern from January 2018 - August 2018. At GM, I have worked on different projects and have learned about many things such as Threads, Processes, IPC, Android API's and components, different design patterns and how they have been used, writing unit tests and used it for my daily work there. I have good knowledge and experience of working with Java, Python, Android and I am learning SQL and C. One of my school projects includes developing a shopping app in Android in a group of 4 students in CSCB07 from which I have developed skills on how to apply the design patterns and SOLID principles, learned XML to create the UI and also gained team working skills.

Frederic Pun



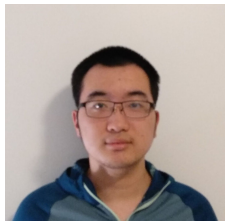
I am a 3rd year Computer Science student specializing in Information Systems. Some technologies I am familiar with is Java - along with android - Python, C, and HTML/CSS/JavaScript. My expertise is front-end web development, creating responsive and interactive applications using ReactJS. I developed my skills at hackathons, open-source projects, and from work such as PennApps, Hack the Valley III, and Maple Leaf Foods. At Maple Leaf Foods, I managed a team of co-ops to create an internal style guideline with a TypeScript React application to showcase it. I used VSTS to organize and automate our project with kanban board, branch policies, and CI/CD for deployment. With the help of optimizations from lazy loading, managing component lifecycles, and composite layer CSS transitions - we were able to create an interactive and responsive application.

Qingtian Wang



I started studying coding at 2015 with Java, C#, and Python. Some personal projects I have created include Graphic User Interfaces and runtime libraries, which added features and visual effects, for a game based on Unity. Some course projects that were led by me include a mock command line application based on Java, and a sign-in system for students with GUIs based on C#. One of my strengths is my ability to problem-solve, which allows me to come up solutions for problems quickly. I am also skilled in creating and documenting new programming interfaces quickly. From my journey on learning GUIs, I have gathered experience that would help me design better Graphic User Interfaces.

Chaoyue Xi



This is my third year specializing in computer science, software engineering, and minoring in statistics. Some languages I am familiar with is Python, Java and C working on projects such as developing an online shopping application. When I work, I am serious and responsible, ensuring that I finish all my assigned tasks in time. However, in my free time, I am a very easy-going individual who gets along with classmates and colleagues. Some of my interests include data analysis and network maintenance. I have a wide range of interests and hobbies, my favourite being literature and playing board games. I enjoy literature as it broadens my horizon, and board games as it keeps my mind active. One of my shortcomings is my language proficiently in English and some programming languages. However, I will learn hard and learn and improve, to help assist the team in completing the project successfully.

Team Agreement

Communication

Means of Communication

Discord

Discord is our main means of communication because it offers real-time communication for rapid communication. Cases where we would use discord are:

- Host standup meetings
- Questions and discussion of work
- Initial organization of meetings
- Share text files
- Post polls

Google Drive

A means of file sharing, the link would be [here](#). Some documents and files that would be shared using this would include

- Team agreement
- Team logo
- Meeting notes
- Any group related documents such as reports for client/TA/Instructor

Email

Email would be our secondary means of communication and is used to allow for more official and organized communication. Cases where we would use email are,

- Communication with TA and clients
- Announcing finalized meetings

Response Times

Response times vary depending on the time of day to provide fairness to our team members (ie. We do not expect people to respond immediately at 2am). The response time duration corresponds to when the message is sent.

- During working hours (9am - 5pm), members are expected to respond **within 5 hours**
- Any other times and weekends, members are expected to respond **within 12 hours**

Meetings

Regular Meeting

These meetings are mandatory, in person at BV473, on a weekly basis on Wednesday 5pm & Friday 3pm. Each member **should be prepared** to talk about the following goals,

- Standup
- To discuss any issues or changes to the project
- Share information that is difficult to do online
- Group programming to discuss code
- Plan and review sprints (every other week)
 - Review progress and performance current product
 - Address any changes needed for overall project
 - Discuss issues and concerns
 - Update board
 - Plan out next iteration and re-assign task

Client Meeting

These are done at our own discretion and information should be shared as required.

Standup Meeting

These meetings are mandatory and happen two times a week for team members to share their progress. Once on Tuesday between 9-12pm on Discord in text and once during regular meetings.

The format of the Discord standup is

DONE:

- Task 1
- Task 2

...

TODO:

- Task 3
- Task 4

...

Additional Meetings

These are meetings are optional, and created spontaneously to discuss and address emergencies, some examples of these scenarios are,

- Member(s) dropping the course
- Sudden changes to requirements
- Failing to complete sprint on time

The meetings should be made 12 hours prior to meeting time.

Management

Version Control

Our version control would VSTS, a version control system that uses GIT but with more tracking features. (We would be posting our code on Github for first deliverable until sorted with TA) Some features offered by VSTS is

- Full Agile system with iterations and Kanban board
- Dashboard for tracking progress
- Built in CI/CD for deployment and testing

Division of Work

Our project would be separated into two repos under the same project, Spring API and React progressive web application. We would having 2 week sprints, where tasks are assigned to every member, and the rest are left in backlog for members to pick up as needed.

Every member is expected to only have 1 task active at the same time to help with them focus on each task. As all non-active assigned task can be exchanged and traded as needed through the discretion of both parties

Submission of Work

We would be following a branching policy as followed to ensure our working branch (master) is working. If the work isn't on the master branch, it isn't considered completed.

- New features and changes can only be submitted via PRs to the master
 - PRs must have at least 1 approval from a code review by any member
 - The code must be working (ie. compiles and doesn't hinder rest of code)
 - Each task must be tied to only 1 branch, where the branch is named according the task (Reference Formats for more information)
 - Branches are deleted after merging

Formats

We would cover the formats of tasks, and PRs.

Tasks

The title should be named "[F or B]-[Iteration #]-[Task #]". F would represent frontend and B for backend.

ie) "F-1-1" for frontend task for the task 1 of the first iteration]

The description should be a user story (Or a piece referencing a user story)

PRs

The PRs should have the same title as the task, and would have the following details

- A list of changes added to the code and location
ie. "Added a GET profile endpoint to index.js"

Contingency

Can't Meet Deadline

This would be accessed one month before the soft deadline (1 week before actual). In the case that we couldn't meet the deadline, the following would be done,

- Skimming and restructuring of application and its features
- Addition of a group work day during the weekends
- Decrease the duration of sprints from 2 to 1 week

Member Failing to Complete Work

In the case that a team member is deemed to be failing to complete work due to neglect, other than with valid reason, as a team we would address this issue and create a solution/agreement. If the team member still fails to complete their work, as a team we would address this issue to the instructor.

Missing team Member

In the case that a team member is forced to resign from the project for a long period of time (more than 2 weeks). The following should be performed by the team member,

- They must complete any task they are currently assigned to (if possible)
- Provide a formal notice via Discord and email to inform the team

As a team, an person meeting arranged as soon as possible to re-access the situation, and redistribute the work across the remaining members and sprints.

Lack of Team Members

In the case where more than 2 members are missing, as a team we would address the issue to the instructor. (Any less, the team as a whole is not required)

Signatures

We accept these guidelines and intend to fulfill them.

Jialiang Lin

Jialiang Lin

Vishwaa Patel

Vishwaa Patel

Frederic Pun

Frederic Pun

Qingtian Wang

王青田

Chaoyue Xi

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