Sprint Report 1

Community Partner Mr Saheem - Qatar Red Crescent Society (QRCS)
Team Al Anoud Al Khulaifi, Fatima Al-Haddad, Deema Al-Mohanadi
Advisor Professor Abdul Salam
10/02/2025

Community Partner Notes

https://docs.google.com/document/d/1K5e3atwJUwZhWujY2V-xCCk6NYY4G_o_rEQObBqOj7M/edit?usp=sharing

Project Plan

https://docs.google.com/document/d/1HrSI3XD1HI9UPNn6k70RQXjE8e1XQTe6xvBTMg6P10Q/edit?usp=sharing

Accomplishments Since Last Sprint

Since this is the first sprint, there are no prior accomplishments. However, we have set up the foundation for the project.

All Team Members Initial Setup Tasks:

Task Name	Description	Team Member(s)	Hours (each)
General – Class Attendance	Attended Sunday and Monday classes.	All	2
General- Weekly client meeting	Contacted Mr. Saheem to clarify project scope and expectations. Joined Zoom meetings to ask questions about QRCS's data on Wednesdays 5-6.	All	1.5
General - Team Meeting	The team met to discuss client meetings, proposal tasks, and details 3 times during the week.	All	3
General – Peer Review	Read Sidra's team proposal, and analyzed their strengths and weaknesses. Created slides to present their project's opportunity, risks, and vision.	All	2

Sprint Report 1

Community Partner Mr Saheem - Qatar Red Crescent Society (QRCS)
Team Al Anoud Al Khulaifi, Fatima Al-Haddad, Deema Al-Mohanadi
Advisor Professor Abdul Salam
10/02/2025

Al Anoud Individual Progress Report

Title	Task Description	Progress (%)	Time
General – Coursework	(See table above)	100%	8.5
General – Proposal	Wrote a detailed project outcomes and risks section based on the client's problem and requirements. Refinements were done following the feedback received. Outlined potential user stories based on accessibility gaps in the QRCS donation process.	100%	5
Preliminary Research	Conducted initial research on accessibility standards (WCAG, VoiceOver usability).	100%	1
Project Setup	Created a Trello board and organized tasks for sprint planning.	100%	0.5
App Testing	Tested the mobile application using voiceover commands to locate the pages with accessibility issues	100%	1
Total			**16**

Sprint Report 1

Community Partner Mr Saheem - Qatar Red Crescent Society (QRCS)
Team Al Anoud Al Khulaifi, Fatima Al-Haddad, Deema Al-Mohanadi
Advisor Professor Abdul Salam
10/02/2025

Fatima Individual Progress Report

Title	Task Description	Progress (%)	Time (hours)
General – Coursework	(See table above)	100%	8.5
General – Proposal	Worked on project opportunity and project vision based on the client's problem and requirements. Refinements were done following the feedback received.	100%	5
Preliminary Research	Conducted initial research on accessibility standards (WCAG, VoiceOver usability).	100%	1
Project Setup	Created a Trello board and organized tasks for sprint planning.	100%	0.5
App Testing	Tested the mobile application using voiceover commands to locate the pages with accessibility issues	100%	1
Total			**16**

Sprint Report 1

Community Partner Mr Saheem - Qatar Red Crescent Society (QRCS)
Team Al Anoud Al Khulaifi, Fatima Al-Haddad, Deema Al-Mohanadi
Advisor Professor Abdul Salam
10/02/2025

Deema Individual Progress Report

Title	Task Description	Progress (%)	Time
General – Coursework	(See table above)	100%	8.5
General – Proposal	Wrote a detailed community partner background and project opportunity section based on the client's problem and requirements. Refinements were done following the feedback received.	100%	5
Preliminary Research	Conducted initial research on accessibility standards (WCAG, VoiceOver usability).	100%	1
Project Setup	Created a Trello board and organized tasks for sprint planning.	100%	0.5
App Testing	Tested the mobile application using voiceover commands to locate the pages with accessibility issues	100%	1
Total			**16**

Sprint Report 1

Community Partner Mr Saheem - Qatar Red Crescent Society (QRCS)
Team Al Anoud Al Khulaifi, Fatima Al-Haddad, Deema Al-Mohanadi
Advisor Professor Abdul Salam
10/02/2025

Sprint Reflection

What went well	What was not planned	What improvements could be done
Successful initial setup of the project.	The formatting of the project outputs and outcomes section was relayed to us at a later notice than expected.	We requested data from the client regarding their current technologies' popularity.
Strong client communication and responsiveness.	Needed to adjust the project scope due to the client's inability to provide the application's codebase.	The proposed vision was improved to create a prototype that aligns with what the client wants from us.

Blocks and Problems

Blocks:
- Commitments from other assignments and courses may hinder the focus the team can put all at once on the project.
- We sometimes may need more detailed or specific information from the client. Mr. Saheem after our meetings.

Mitigations:

- Each team member can enhance their time and task management by utilizing the structured workflow in Trello, assigning clear ownership of tasks, setting deadlines, and using progress labels. This will help ensure that tasks are completed on time and that team members can monitor progress efficiently.
- Create more detailed meeting plans prior to meeting with the client and make sure the questions are phrased properly to ensure the client can answer them to the best of their knowledge.

Sprint Report 1

Community Partner Mr Saheem - Qatar Red Crescent Society (QRCS)
Team Al Anoud Al Khulaifi, Fatima Al-Haddad, Deema Al-Mohanadi
Advisor Professor Abdul Salam
10/02/2025

Goals / Targets for the Next Sprint

By the next sprint, we hope to accomplish the following:

Task Name	Description	Team Member Name	Expected hours
Research about accessibility standards:	1. Learn about Apple's VoiceOver/Screen-Reader tool. 2. Learn about common digital accessibility issues 3. Learn about WCAG	1. Al Anoud 2. Fatima 3. Deema	2 hours each
Project Management	Update the Trello board for task management	All	30 mins each
Draft an initial sketch/wireframe as a plan for an improved donation process:	1. Refine wireframes and document design choices 2. Wireframe for Project details page 3. Wireframe for Donation amounts	1. Fatima 2. Al Anoud 3. Deema	4 hours each
Learn and experiment with the basics of Flutter:	1. Learn UI basics 2. UI Component testing	1. Deema 2. Al Anoud 3. Fatima	4 hours each

Sprint Report 1

Community Partner Mr Saheem - Qatar Red Crescent Society (QRCS)
Team Al Anoud Al Khulaifi, Fatima Al-Haddad, Deema Al-Mohanadi
Advisor Professor Abdul Salam
10/02/2025

	3. Check for available accessibility plugins		

Community Partner Relationship

- Our client is very cooperative and is very responsive when needed
- Over the past week (January 2 - January 6), our interactions with the client have been through WhatsApp to ask a few simple questions regarding the visitor data of QRCS's website and application
- Our client also sends important information and documentation through email.
- We've held 2 Zoom meetings since our initial kickoff meeting with our client.
- Overall, we believe that we have sustained a high-quality and professional relationship with our client.