

## SWE30010 Development Project 2: Design, Planning and Management

### Sprint #1 Stage

#### Overview

##### Project Environment / Context

Your project proposal of "PHP-SRePS / the selected project" has been accepted and agreed by "People Health Pharmacy / Your Client". The entire development team is using the Scrum agile development process with a two-week sprint. Your team consists of 4 – 6 members. You can choose your own development languages (e.g. Visual Basic, C# or Java). You cannot use or customize any existing project (open or closed) because this is a "development" project not a "customization project".

This is Sprint #1.

For simplicity, the working time is 8 hours per week per person in your team. In fact, for sustainable development, it is suggested that each individual should spend one – two hours per working day for the entire 2-week sprint. So, a team of 6 people should have a total of 96 hours of work in your 2-week sprint whereas a team of 4 has 64 hours.

**How your Sprint works:** We are doing 2-week sprints. Start Sprint #1 on Monday in Week 6 (Day 1 of Sprint #1). Day 10 of your Sprint #1 will be Friday Week 7.

Suggested time frame of a 2-week sprint for DP2 purposes

Week	Your selected day	Tutorial day
6	Day 1	Feedback from Tutor
7	Day 6	Feedback from Tutor
8		Sprint review and Sprint retrospective

**Sprint #1 Group:** For the group tasks in Sprint #1, you need to register your team in Doubtfire under the "Sprint #1 Group Tasks" and submit it as a group. Please do not call yourself "Sprint #1 Group" as there will be potential conflicts in group names.

**Note to students on total amount of hours in a sprint:** For professional teams in real life, they use 40 hours per week per person for their effort estimation. However, as a student studying full time (that is, 4 subjects) in a semester, you should use **8 hours per person per week** for your effort estimation. So, a team of six can only work for a maximum of 96 hours in a 2-week sprint.

### 11 Pass Task 8.1P – Group Task

This document describes the pass task 8.1P, for your DoubtFire submission purposes.

#### Suggested Time Frame: Weeks 6 – 8

**Start:** Week 6  
**Feedback:** Ask your tutor in Tutorials in Weeks 6 – 8  
**Due:** Week 9, Tuesday, 9:00am

*Table 1 Overview of 8.1P for Sprint #1*

<b>Purpose:</b>	Perform Sprint #1 and management practices for Scrum
<b>Tasks:</b>	<b>Perform Sprint #1 and End of Sprint Reporting</b> <ol style="list-style-type: none"><li>1. Sign up tasks</li><li>2. Perform the tasks</li><li>3. Sync files to your repository</li><li>4. Record time for completion</li><li>5. Update the burn-down chart with an estimate of "remaining effort in hours"</li><li>6. Add new product backlog items, if any</li><li>7. Perform daily stand-up meetings</li></ol>

<b>Pre-req Task<sub>1</sub></b>	10 Pass Task 7.1P
<b>Follow-up Task<sub>2</sub></b>	12 Pass Task 8.2P
<b>Time:</b>	1 hour
<b>Resources:</b>	<a href="https://en.wikipedia.org/wiki/Scrum_(software_development)">https://en.wikipedia.org/wiki/Scrum_(software_development)</a>
<b>Suggested Tools:</b>	<p>[These tools are suggestions only. You can choose your own. It does not matter which one you choose, you still need to figure out how to set it up yourselves.]</p> <p><b>Repository:</b> GitHub – <a href="http://www.github.com">www.github.com</a>  <b>Task Board:</b> Trello – <a href="http://www.trello.com">www.trello.com</a>  <b>Burn-down chart:</b> Burndown for Trello – <a href="http://www.burndownfortrello.com">www.burndownfortrello.com</a>  <b>Communication Tool:</b> Slack / Skype / Texting via SMS / WhatsApp [Remember to capture the screen images]</p>
<b>Feedback:</b>	Ask your tutor for feedback

### 11 Pass Task 8.1P Perform Sprint #1, Week 2 of a 2-week sprint, and End of Sprint Reporting [Group Task]

As sustainable development suggests, each team member should spend one - two hours per working day for the tasks on the sprint (a total of 8 hours per week). These may involve the following:

1. Sign up tasks (one at a time) that you want to do (remember to put your name on the task sheet on your Task board)
2. Perform the tasks accordingly (remember to move the task to the "Doing" column)
3. Sync your files to the repository at the end of each day's work
4. Record the time to finish a task once you finish a task (meaning that you think that it is finished, remember to move the task from "Doing" to "Testing" – at this stage) so as to update the burn-down chart

**Note:** It needs some other team member to check it off before moving the corresponding task to the "Completed" column. There should be a separate "task" in the "To do" column. In case, you do not find it – just add this "testing" task as a new task to the "To do" column first, then some other team member will commit to do this "testing" task.

**Note:** Adding new tasks to the Task Board during the sprint is allowed. By doing so, we can refine our sprint planning skills for next sprint.

5. Update the burn-down chart so as to track the sprint progress
6. Add new **Product Backlog Items** (not sprint backlog items), if any
7. Perform daily stand-up meeting

**Note:** Your team needs to agree on a time each day to perform a 5 minute daily stand-up meeting. For DP2 purposes, Skype meeting will be fine. Document the meeting minutes for your submissions.

<sup>1</sup>You (as a group) need to complete the pre-req (pre-requisite) task before doing this task.

<sup>2</sup>You (as a group) need to complete this task in order to do the follow-up task because the follow-up task depends on your answer in this one. Strongly suggest you keep the same group if possible. Do the follow-up tasks before the next tutorial and then ask feedback in the tutorial.

**Points to note for reporting Sprint progress on a weekly basis:**

- a. Select one team member to capture the team's updated Task Board (an image will be fine) at COB of each working day as evidences of your team's progress. **So, I expect 5 such images, one for each day.**
- b. Select one team member to capture the team's updated burn-down chart (an image will be fine) at COB of each working day as evidences of your team's progress. **Again, I expect 5 burndown charts, one per day.**
- c. Select one team member to record the daily stand-up meeting. **Again, I expect 5 meeting minutes, one per day.**
- d. Select one team member to record the status of your repository (e.g. check-in vs check-out status, an image showing the activity will be fine). **Again, I expect 5 such status reports, one per day.**

**Note:** These tasks can be performed by just one team member or different team members. The time spent on capturing the required images or taking minutes of daily stand-up is not counted towards your sprint.

**Submission Details and Assessment Criteria**

Each team needs to create a new group on Doubtfire called it Your Sprint #1 Group. Each team needs to create a document (pdf) in **portrait** mode<sup>3</sup>. You need to organize yourselves so that a person in your team will be responsible for uploading the document to Doubtfire, with the following details:

- Your names and student IDs
- Your tutorial class (e.g Thu 12:30 ONL068 or Thu 12:30 ONL069)
- Your tutor's name
- Details (name and student ID) of your team members
- Your group responses to the tasks according to the corresponding instructions

Remember, whoever submits the document the latest will overwrite the previous submissions. Since Doubtfire does not keep the previously submitted documents, the previous submissions will be gone forever.

**What to Submit**

Document the following items and submit them to DoubtFire for Pass Task 8.1P

1. your task boards (e.g. Trello Board) for Days 6 – 10
2. your burn-down charts for Days 6 – 10
3. your project repository's status (e.g. GitHub) for Days 6 – 10
4. your group's minutes of your daily stand-up meetings for Days 6 – 10

**Note:** I want 5 individual images of these items. If you have links to the individual images, that is fine. However, I do not want links to the current status on your task board and project repository because these links can only show the latest update. Hence, when I open the link, it will then show your current status rather than the previous progress from Day 6 to Day 10 on your task board and your project repository. That defeats my purposes.

<sup>3</sup>Landscape mode pdf does not work properly in Doubtfire.