

FIT 3161

REFLECTION ENTRY 1

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Week 1

Task Undertaken

As it is the first week of the class, we were asked to choose our own role based on your most experienced expertise, which is leader, developer and quality assurance. For me, since I'm not confident with my communication skill and I'm more efficient in terms of developing, I chose to be at the developer group. After a while, I formed a group with another 2 members that have different expertise. They are Yew Yee Perng and Toh Xi Heng. After forming a group with them, we started to create a group in WhatsApp to ensure that we can communicate with each other online. Besides that, we also make an ice breaking session to further understand each other.

Critical Reflections

Since it was a random distributed group, we were not familiar with each other. Thankfully, Miss Kamala had provided some activities to strengthen our relationship when doing the activity together. I had also tried to communicate with my group from time to time so that we could make ourselves more comfortable when talking with each other.

Assigned Roles/Tasks

The roles are assigned based on their own expertise. As mentioned above, I have a role of developer whereas Yee Perng has a role of quality assurance because he took a unit that is related to his expertise. As for Xi Heng, since he was the last to be and he can accept any role that is available. So, he will be the leader of the group. However, these roles are more relatable when we did our second phase of final year project during next semester and the roles maybe change as well.

Accomplishments

I was able to blend myself into a group that is randomly distributed. Although it was awkward at first, it became better after some conversations. This has brought us to a big accomplishment for our group because everyone in the group seems like they were having a hard time starting the conversation.

Next Week's Tasks/Reflections

For week 2, I was hoping to see a better improvement in our team and at the same time prepare for the topics next week so that I will be prepared during the lecture class.

Week 2

Task Undertaken

In this week's lecture, I learned the difference between project and operation and Weight Scoring Model as well. It is to further understand well how to differentiate project and operation. Project is an activity that has a start and target end date and operation is a continuous activity that do not have end dates. Furthermore, a Weight Scoring Model is a useful topic especially for our team to pick the most suitable projects according to different criteria, weight and total weight. During the tutorial class, we had another activity that can practice teamwork skills within your own team which I do think that it is fun and at the same time beneficial to our group as well.

Critical Reflections

As for this week's class, the Weighted Scoring Model was a fresh topic for me, and I did not have any experience using it. I hope that it will be useful for our group in the future. The activity during the class can show that our group is not really synchronized when it comes to teamwork. Our group members don't seem to give any ideas and cause me to provide the ideas for the activity. Therefore, I think that our group should be more aware of the issue.

Assigned Roles/Tasks

Since there are no tasks available this week, we did not do anything throughout the whole week.

Accomplishments

For this week's accomplishment, we were able to find our major problem within our group which is teamwork, such problem can be seen during the activity. Although it is a problem, I do think that it is an accomplishment as we found the problem early and were able to find a solution to solve the problem faster.

Next Week's Tasks/Reflections

Same as week 1, I will be prepared for the topics for next week and hopefully think of a solution to improve our teammate communication skills.

Week 3

Task Undertaken

In week 3 lecture, we had dived into work breakdown structure that will help our group to breakdown our project into small parts so that we can plan wisely when the project starts. It is part of a project management process as well and I think that it will be useful for our group. During the tutorial class, we were asked to join an activity which is quite like the activity last week which is creating a prototype and present. As I said before, it was a beneficial activity that helps you to brainstorm ideas and create an opportunity for us to present at the front so that you will be more prepared during the main presentation.

Critical Reflections

This week's issue is the opposite of last week. Since we were asked to combine with other students, there is a different issue that I found which is quite interesting. In some scenarios where a student can provide a lot of ideas, but you cannot understand the meaning of it and begin to feel confused. I think that this is more of a personal issue, and I should question the student that gave the idea of collecting more information and further improving my understanding.

Assigned Roles/Tasks

Same for week 3, since there is no real task for our group, we did not delegate any task. For the tutorial, we do the task by discussing the ideas on the product and later present them one by one.

Accomplishments

In my opinion, this week's tutorial activity is the most useful among the other activities as it provides a better insight of what we are going to do for our first task. I think this will make us more prepared for our first task next week.

Next Week's Tasks/Reflections

Since our first task will be started next week I need to recall the materials of previous weeks that are needed for our group. I will inform my group as a reminder as well through WhatsApp.

Week 4

Task's Undertaken

Before mentioning our work in our first task, we actually had a tutorial on how to search for a resource efficiently such as identifying the key to the topic. We also learn how to create a citation for reference easily using an application.

Throughout the whole week from week 1 to week 5, our group had gotten along well and worked together when it comes to performing a task. The first task that was given after forming a group is creating a business study case that reflects the real-world scenario on what your group should be working at inside a business. Since both of our group members have Discord, we decided to hold our meeting through Discord as it is more convenient when it comes to sharing screen and files. All our tasks were done through Google Docs for business case and Google Sheets for Weighted Scoring Model.

In this case, the first thing we did was discuss what project that is suitable and beneficial for us. As we did not know what the efficient way is to find out which is the most suitable project for us, luckily the first week of our workshop class had taught us how to use Weight Scoring Model (WSM). By using WSM, our group gave some ideas on what criteria we should consider when choosing a project and weight based on their importance. Then, we chose 4 projects that we were interested in and scored based on each criterion. Finally, we got the weighted total and found the project that is most suitable for us.

After that, we created a business model based on how the first workshop class taught us as well. By writing the business case, we think on the business side and imagine yourself creating a business so that it is easier for us to write our business case.

Critical Reflections

Although our task has been done smoothly, there is no doubt that sometimes there was a conflict between me and my groupmate, especially when it comes to providing different ideas. In some cases, group members may not have the same perspective as you as it is either they can't understand, or they do not agree with it. Hence, it will deteriorate the hype of the group. So, I came off with an idea of having everyone giving an idea and voting for the one who has the best idea. The majority that thinks the idea is the best will be used for our task to ensure fairness for our group members. However, there is no guarantee that it will be working but at least it can minimize the issue within our group. Besides having this issue, I think our group still

gets along quite well and can perform the task smoothly. Our group can complete the task on time as well.

Assigned Roles/Tasks

For the assigned roles, our group members have their own roles assigned during week 2 tutorial class. However, the roles are more suitable when we start our development and instead useless for our first task. Therefore, we were not assigned any role among ourselves and decided to perform the task together since writing a business case is reflecting as doing a business in a real scenario. All the related members are required to discuss things among themselves so that it will strengthen the relationship and ensure that the project runs smoothly. All the work is evenly distributed between our group members so that everyone has the same amount of work.

Accomplishments

After submitting case study 1, I was glad that we had done the task successfully without any issue, but I think that our group still has some improvements that need to be made such as communication problems and lack of project management. However, these problems have changed into a good sign for us that we should be more aware on our problem and find a way to solve the problem so that it will not happen when performing our next task. Besides that, we had understood the importance of project management, which we did not really applied for our first task and decided to change our project management for the next task.

Next Week's Tasks/Reflections

As for next week's tasks, I will be more prepared compared to the first task to ensure that my groupmate works together as a team to produce better-quality work. In the meantime, before the next task starts, I will try to communicate with them as much as possible to strengthen our bond so that I can get to know the team better.

Week 5

Task's Undertaken

For this week, I did not attend any of the classes due to timetable clash for lecture class and public holiday for my tutorial. So, I only glance through the pre-reading slides which are about risk management. It was an easy topic as I had learned it before during FIT2101 and I think that risk management is important for our group.

Besides that, we had gotten our project for our Final Year Project, which is Singing Video Generation by our supervisor, Dr. Arghya Pal.

Critical Reflections

Since there is nothing available for this week, I did not encounter any issues with my group. I think my group has already improved quite a lot from week 1 and week 5 and I hope to see that my group members can maintain it as well in the future.

Assigned Roles/Tasks

There is no group work for this week, so there are no tasks for our group except for individual work which is reflection entry. To ease our group burden, we try to help each other out when there is an issue writing the reflection.

Accomplishments

I think there are no accomplishments for this week but I'm glad that our group got the project that we wanted.

Next Week's Tasks/Reflections

Before week 6, I would like to find some time with my group to discuss risk management for our team. In addition, I will ask my groupmate to prepare beforehand by researching the final year topic given so that we will be more prepared when we have a meeting with our supervisor.