Basic Rules for SEP Group 2

Yifei Pei

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1 Individual

1. It is your own responsibility to read and learn all the resources provied by the lec-
   turers.

   If you do not learn what you are supposed to learn in the course, you may

   - not understand what we are doing for the project
   - not catch up the steps with the rest of the group
   - reduce your scores significantly for assessments

2. Every individual task will have a deadline. If the responsible person cannot complete
   it on time, please announce the group early (two days before the deadline is a preferred
   constraint). If the the required result is not on SVN after the deadline, the responsible
   person will be recognised to **contribute nothing** on this task.

   *(Supplementary: To put what you get on SVN is a more important thing than to
   complete the whole task. If you really cannot finish everything before the deadline, just
   put what you have already done on SVN. As long as you are active in the teamwork,
   you will not be treated as no contribution.)*

3. According to the 'Project Description', there are several tools that we have to use:

   - 'XML' for the map, need to get familiar with the DTD once it's available
   - SVN
   - Latex
   - JavaDoc or Doxygen for software documentation generating
   - Apache Ant and Makefile for software configuration
   - Editors (such as emacs) and Integrated Development Environments (such as
     Eclipse) that can help improve your coding process
   - JUnit, and EMMA or Cobertuna, for software testing

- leJOS environment for the programming of the robot, refer to `http://lejos.sourceforge.net/nxt/nxj/tutorial/`

Please start early to learn these tools, especially for **SVN, Latex, and leJOS environment**.

If you do not know how to use the tools, some circumstances listed above in the first section will occur.

If you are facing difficulties, your group members are more than happy to help you. However, please remember that they are also learning the same things as you. A better process can be like this:

$\rightarrow$ search the Internet for information

$\rightarrow$ practice on the devices you can touch

$\rightarrow$ go to ask the SEP lecturers on forum or by person

$\rightarrow$ seek help from the school, such as Computer Science Learning Centre.

2 Group

2.1 Group meetings

We have a mandatory client meeting time which is **2.30pm - 3.00pm every Monday during the semester**. We also have a regular group meeting time which is *2.00pm - 3.00pm every Thursday*. The venue for both of them is **Ingkarni Wardli, Room 4.62**, *BCS Software Lab*.

For every client meeting, an agenda must be provided 24 hours before the meeting and a minutes must be summarised 24 hours after the meeting. Therefore the deadline for agenda is **2.30pm Sunday** before the client meeting and the deadline for minutes is **2.30pm Tuesday** after the client meeting. The people who are responsible for writing them are also responsible for printing them out and bringing them to the client meetings.

2.2 Client meeting host process

There are totally 10 client meetings during the semester. The host of the first client meeting was Yifei Pei. The following client meetings' hosts will be chosen depending on alphabet orders.

NO.	Time	Roles	Name
1	2.30pm - 3.00pm 12 August	Chair	Yifei Pei
		Secretary	Matthew Nestor
2	2.30pm - 3.00pm 19 August	Chair	Aziz
		Secretary	Bowen Tao
3	2.30pm - 3.00pm 26 August	Chair	Bowen Tao
		Secretary	Jianqiu Li
4	2.30pm - 3.00pm 2 September	Chair	Jianqiu Li
		Secretary	Matthew Nestor
5	2.30pm - 3.00pm 9 September	Chair	Matthew Nestor
		Secretary	Yifei Pei
6	2.30pm - 3.00pm 16 September	Chair	Yifei Pei
		Secretary	Yu Hong
7	2.30pm - 3.00pm 7 October	Chair	Yu Hong
		Secretary	Aziz
8	2.30pm - 3.00pm 14 October	Chair	Aziz
		Secretary	Bowen Tao
9	2.30pm - 3.00pm 21 October	Chair	Yu Hong
		Secretary	Jianqiu Li
10	2.30pm - 3.00pm 28 October	Chair	Jianqiu Li
		Secretary	Yu Hong

Chair is responsible for writing agendas that are discussed by the whole group in group meetings and hosting the client meetings. Secretary is responsible for recording client meetings and summarising the client meetings to minutes.

2.3 Assignments schedule

The assignments here refer to the three deliverables before the mid break, which are Software Requirements Specification (SRS) first draft, Software Project Management Plan (SPMP) first draft, and Software Design Document (SDD) first draft.

Assign	Deadline	Deadline for ind	Res people
SRS first draft	26 August (Week 5)	23 August	Jianqiu, Yu
SPMP first draft	9 September (Week 7)	6 September	Aziz, Yifei
SDD first draft	20 September (Week 8)	17 September	Bowen, Matt

2.4 Programming roles

This is an initial allocation without detailed responsibilities. The detailed task allocation and software architecture will be released later.

GUI designer: Yifei Pei
Movement designer: Matthew Nestor and Yu Hong

Mapping programmer: Bowen Tao and JIanqiu Li
Communication programmer: Abdulaziz Alhulayfi

3   SVN manual

3.1   SVN convention

1. Commitment message

   To get clear contribution of each member, please put meaningful message after your SVN commit command.

   Please use identification to specify your contribution to the commitment:

   - Abdulaziz Alhulayfi: "AA"
   - Bowen Tao: "BT"
   - Jianqiu Li: "JL"
   - Matthew Nestor: "MN"
   - Yifei Pei: "YP"
   - Yu Hong: "YH"

   For example:

   If I made some changes to SVN, I would type:

   ```
   svn commit -m "modified by YP"
   ```

   when I commit my works.

3.2   SVN structure

Normally, the documentation manager is responsible for the management of the SVN repository. Here is a user manual for current SVN structure (Revision 55).

3.2.1   Archive

Folder contains helping documents for group members to use as a reference, such as rules for group machanism, SVN fuctioning description, helping files for group members' better learning, working examples as well as conventions for different tools.

3.2.2   Documentation

All the documentations should go here, including agendas and minutes for both the client meetings and group meetings.

3.2.3   Individuals

Individual folders for group members. One can do anything within his individual folder.

3.2.4   Memo

Folder contains files for group members to keep tracking what he did in the past week and what needs to do in weeks ahead. You can put your ideas inside as brainstorming exercise. You can also write memos to leave short message to your fellow members and communicate with each other. Anything you want to remember or you want to show to the whole gorup, please put it here.

3.2.5   Program

Contains the sub folders of code and test, to store source codes of our program and testing files.

3.2.6   Tags and Trunk

These two folders are for our assignments. Please **Do Nothing** in these two folders.
Tags folder is for written assignments. Trunk is for the configured software (after makefile) with documentations (such as user manual etc).

3.2.7   Timesheets

See `http://forums.cs.adelaide.edu.au/mod/forum/discuss.php?d=27082` to know information about timesheets.