

CSCI 4440 — Software Design and Documentation  
Team Deliverable 2 (document version 1.0)  
DUE October 13, 2020

## Overview

- This second set of team deliverables is to be completed by your team and is due by 11:59PM EDT on the due date shown above
- One team member must define your team in Submittity in the Team Deliverable 2 gradeable, then other team members can be invited to join
- Once your team is formed in Submittity, only one of you need submit your final work; **and if submitted late, all group members must use a late day, so plan accordingly**

## What to do

For this second set of team deliverables, we focus less on logistics and more on your project. And as per usual, your submission must be a single well-organized PDF file.

## Team logistics and evaluation

As you focus more on your project, your team's logistics should become increasingly natural and transparent. To help ensure this occurs, identify key roles for each team member, including one member of the team identified as the Team Leader. Note that this Team Leader is responsible for team coordination and is the key point of contact for your team. Also note that even though one of you may have a specific role (e.g., Expert Coder), you will each continue to contribute to all aspects of the project.

Next, as a team, identify at least five (and no more than eight) success criteria against which each of you will be held accountable. As a simple example, one such criterion could be attending each meeting on time. These criteria will be the basis of your peer reviews at the end of the semester.

Given the above, include the following details as the first part of your PDF:

- Your team name (e.g., "The New Avengers")
- Team member names and roles; each team member must have a role identified, including one member identified as Team Leader; describe each role in one sentence
- Any logistical changes to your weekly team meetings schedule, how meetings will be run, where to find meeting minutes and other artifacts, etc.
- Your success criteria, which includes a one-sentence description as to why you view each criterion as being important

## Project status reports

From your ongoing meetings, you should be able to write a project status report that summarizes the current state of your project (just before the deliverable due date). The project status report describes an up-to-date list of issues encountered thus far. And for each issue, you are to include a brief summary, the person responsible for resolving the issue, and how the problem is being solved or was solved. Also include a discussion of risks (both old and new).

Your project status report also must include a summary of how each team member contributed to the specific set of deliverables. This helps ensure that each team member is taking an active role in each aspect of the project.

## Project deliverables

Finally, focus on the requirements for your project by including the following (in the order shown):

- A brief (one paragraph?) description of how your project has changed from the first team deliverable assignment; this should describe any changes in stakeholders, feasibility, scope, project risks, etc.
- Fully dressed use cases; you should have approximately 80% of your use cases completed for this deliverable
- Table of requirements; as with Mini-Assignment 2, you should include a well-organized spreadsheet of requirements; each requirement must be uniquely numbered and include the five columns shown in lecture
- Deployment diagram; using proper UML notation, provide a diagram that shows the hardware and software platform(s) used to deploy your software
- Domain model diagram; using proper UML notation, provide a diagram that identifies conceptual classes, associations, and attributes within your project domain; remember that this is *not* a class diagram (i.e., no design or implementation details yet!)
- Project schedule and work breakdown structure (WBS); document a projected schedule of all tasks associated with your project and who will do what; note that the 11/3 team deliverable focuses on design, whereas the 11/24 team deliverable focuses on implementation

## What to submit

Package all of your work into a single PDF file. Be concise and succinct in your answers. As noted in previous assignments, we are not looking for a minimum page count or word count, so avoid “fluff” and document bloat! **Only include what is important.**

For all work in this course, make sure you use a uniform and consistent style and format.

Also, be sure to proofread your work as a team before submitting. We will assign grades (and provide feedback) based on the above details and the quality of your writing.

Though not required for this deliverable, feel free to make use of the Center for Global Communication+Design (COMM+D) at <https://info.rpi.edu/comm-d>.