

Process Report

ICT Engineering

Group number : 3

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Bozhidar Nedyalkov(260383)

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Course: SEP1

Supervisors:

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Date : 2 June 20

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1.1 Group Policy

Intro

Strengths: We have one monitor evaluator, which is optimal, since a group needs at least one, but more may create a conflict. Every member has a high score in being a specialist, which I considered a strength, under the guidance of a good coordinator. We have one person, who can be considered a shaper, so he can deal with the hardest tasks, if needed. The entire group has scored high in “Implementer”, which is a great advantage, since it means we will work very efficiently. Three of our members possess characteristics of “Resource investigators”, so we will have the advantage of information outside our own knowledge. All members are decent “Team workers”, which suggests we should get along well.

Weaknesses: We have just one member who scored low on “Completer finisher” and he may feel pressured by the others. Three of the members have a high score in being coordinators and this may be the reason of a potential conflict of interests. Conclusion: Apart from a couple of issues we may come across, we have a solid, well-rounded group with very high chance of success.

Rules

!!! Always show up and NEVER be late. (some exceptions) !!!

1. 3 absences == KO! (kick out)
2. 2 hour of work = 15 min. break (exceptions allowed)
3. At every end of the meeting, write down a log (report)
4. VOTE for every decision or idea
5. During the meeting, we ONLY work
6. No phones (NO FACEBOOK)

1.2 S.W.O.T

An S.W.O.T analysis is useful in order to identify the strengths and weaknesses, opportunities and threats, for each member of our team. By analyzing these profiles we managed to guide our group on the right way.

Aleksandru's Personal SWOT:

Strengths	Weaknesses
<ul style="list-style-type: none">• Punctual• Cooperative• Analytical	<ul style="list-style-type: none">• A bit lazy
Opportunities	Threads
<ul style="list-style-type: none">• Learn more about programming	<ul style="list-style-type: none">• Might get easily distracted

Balkis's Personal SWOT:

Strengths	Weaknesses
<ul style="list-style-type: none">• I like to help the others and I'm nice to them	<ul style="list-style-type: none">• I'm a shy person• I don't socialize a lot and I need a period of time to get used to people around me
Opportunities	Threads
<ul style="list-style-type: none">• Learn how to work with the other and share our knowledge	<ul style="list-style-type: none">• Trustless in myself

Bozhidar's Personal SWOT:

Strengths	Weaknesses
<ul style="list-style-type: none"> • Hard-working • Decisive • Disciplined 	<ul style="list-style-type: none"> • Creativity
Opportunities	Threads
<ul style="list-style-type: none"> • Improving Java skills • Improving group-working skills 	<ul style="list-style-type: none"> • Tendency to work alone • Tendency to overwork • Perfectionism

Daniela's Personal SWOT:

Strengths	Weaknesses
<ul style="list-style-type: none"> • Creativity • Flexibility • Respectful 	<ul style="list-style-type: none"> • Always late
Opportunities	Threads
<ul style="list-style-type: none"> • How to be more responsible • Improving punctuality • Learn programing language(Java, GUI) 	<ul style="list-style-type: none"> • Distracted by external factors

Zahari's Personal SWOT:

Strengths	Weaknesses
<ul style="list-style-type: none"> • Positive • Reliable • responsible 	<ul style="list-style-type: none"> • a bit lazy • I don't know how to express my opinion very often • Procrastinating (sometimes)
Opportunities	Threads
<ul style="list-style-type: none"> • Learning & practicing skills in Java programing • Group work 	<ul style="list-style-type: none"> • Getting easily distracted

1.3 GROUP SWOT:

Strengths	Weaknesses
<ul style="list-style-type: none"> • Responsible • Positive • Spending time productively 	<ul style="list-style-type: none"> • Laziness • Procrastinating
Opportunities	Threads
<ul style="list-style-type: none"> • Improving team work • Learning how to write documentations 	<ul style="list-style-type: none"> • Getting easily distracted

1.4 BELBIN RESULTS

Implementer	Coordinator	Shaper	Plant	Resource Investigator	Monitor Evaluator	Team Worker	Complete Finisher	Specialist
	Aleksandru Rosca			Aleksandru Rosca			Aleksandru Rosca	
Balkis Ibrahim				Balkis Ibrahim				
Bozhidar Nedialkov	Bozhidar Nedialkov							
				Daniela Crucerescu		Daniela Crucerescu		
Zahari Dzhelepov								Zahari Dzhelepov

Table 1 : BELBIN PROFILES For OUR TEAM

ROLE DEFINITION

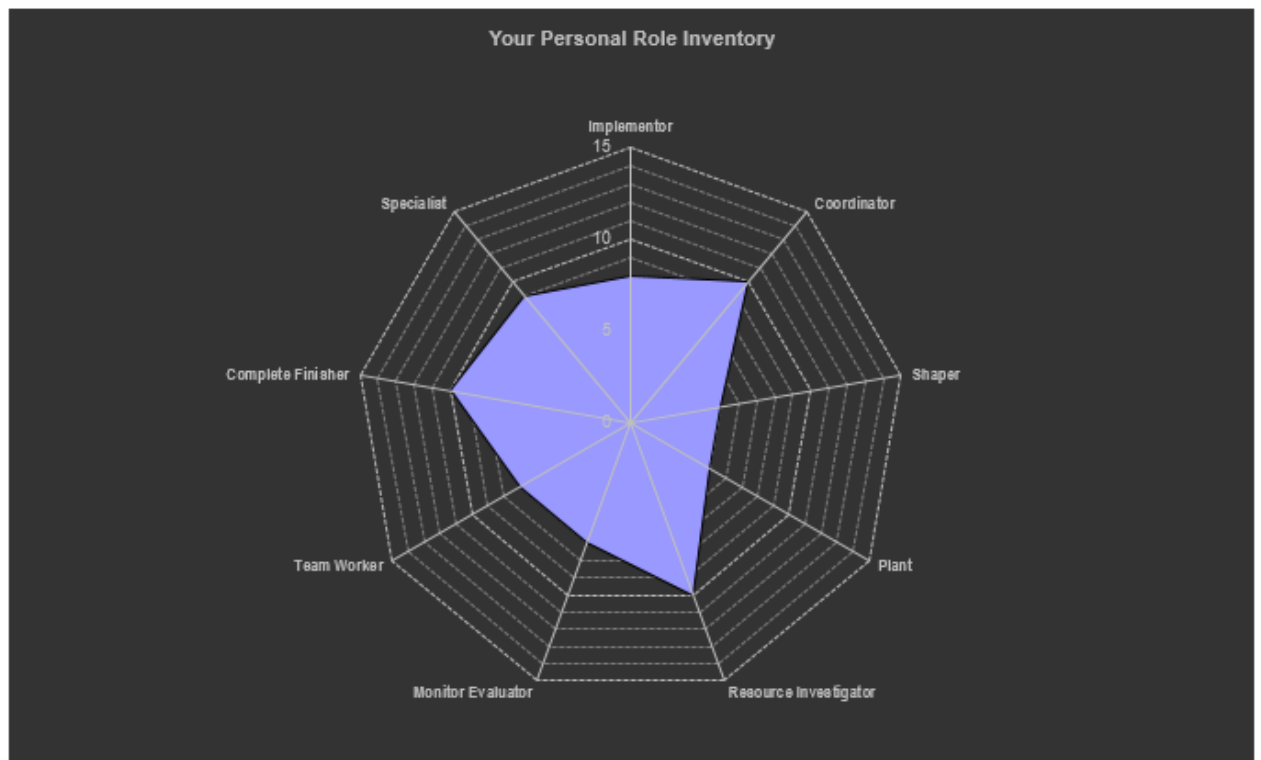


Figure 1 : BELBIN Role Definition for **Aleksandru Rosca**

As a **Coordinator**, I can be sometimes too rude with my team, if they are not doing their part of the job, but I guess that is because I worry too much about the work we have to do, and when it's not done in time.

When it comes to **resource investigation**, I usually like to do the best, search in all possible resources, and have a good database collected before we start the actual work.

Being the only **complete finisher** in our team, gives me a bit more responsibility, but in fact I just love to have all steps completed before I hand in something.

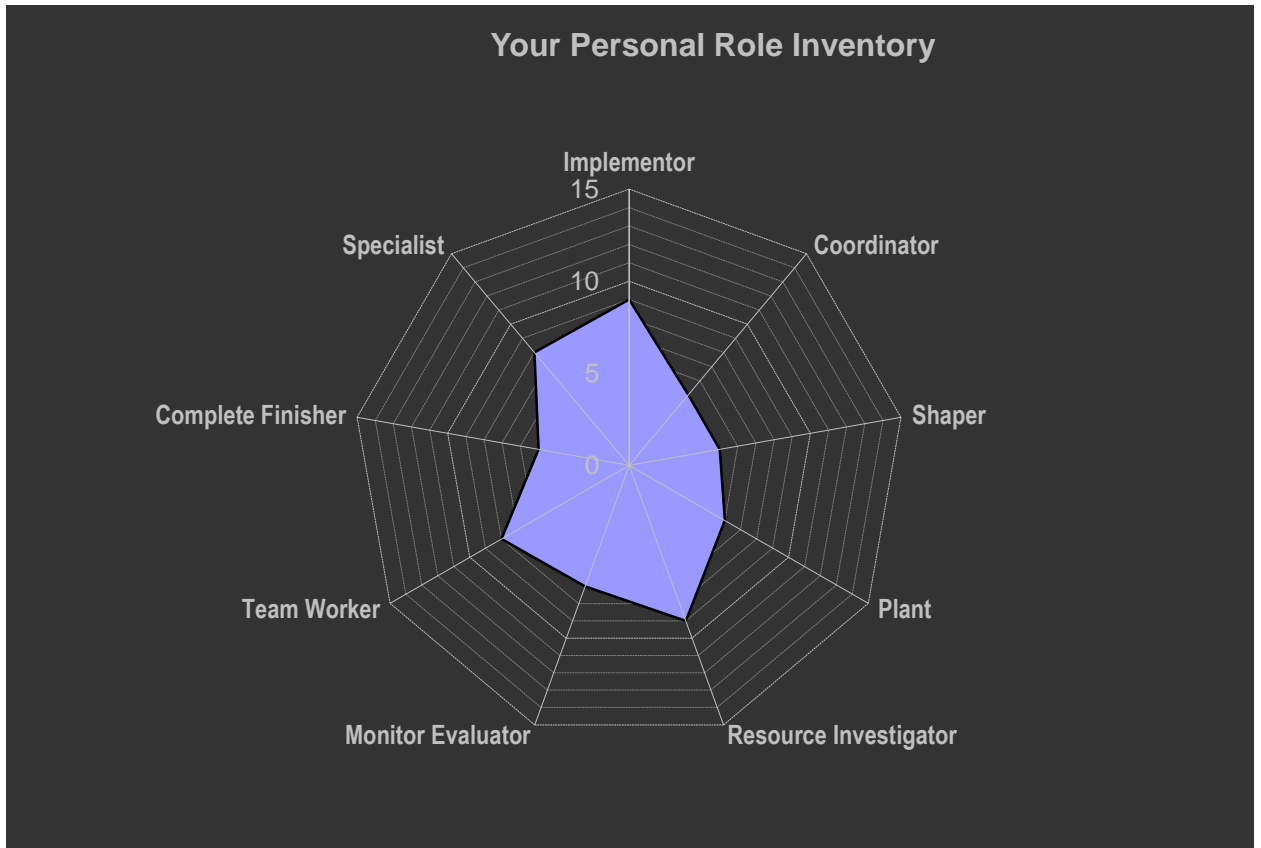


Figure 2 : BELBIN Role Definition for **Balkis Ibrahim**

Implementer, Resource investigator

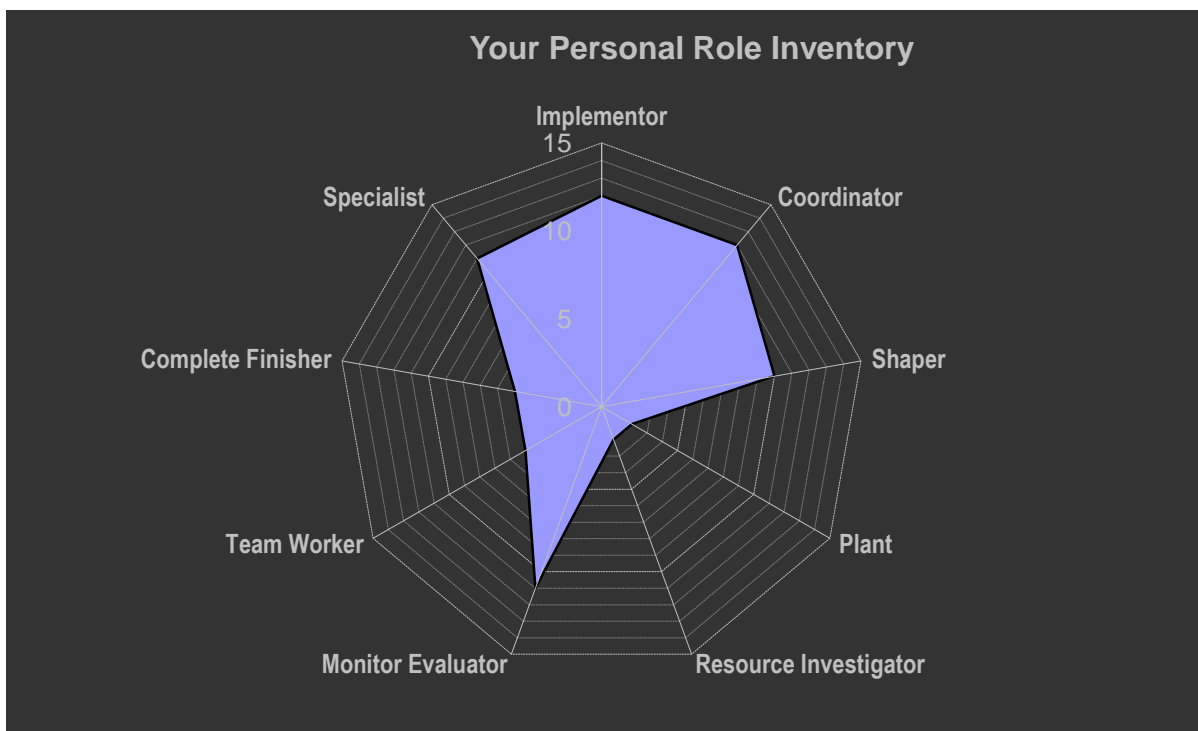


Figure 3 : BELBIN Role Definition for **Bozhidar Nedyalkov**

My shaper characteristics come from the fact that I have always been a procrastinator, which has led me to doing big tasks in short time near the deadline.

The same reason is what has taught me to be efficient and well organized, which are qualities of the **implementer**.

The reason I am a good **coordinator** is due to me possessing qualities of a team worker such as well-developed empathy and knowledge in human psychology, allowing me to be very diplomatic when dealing with people's opinions and when giving them individual tasks, considering their area of expertise.

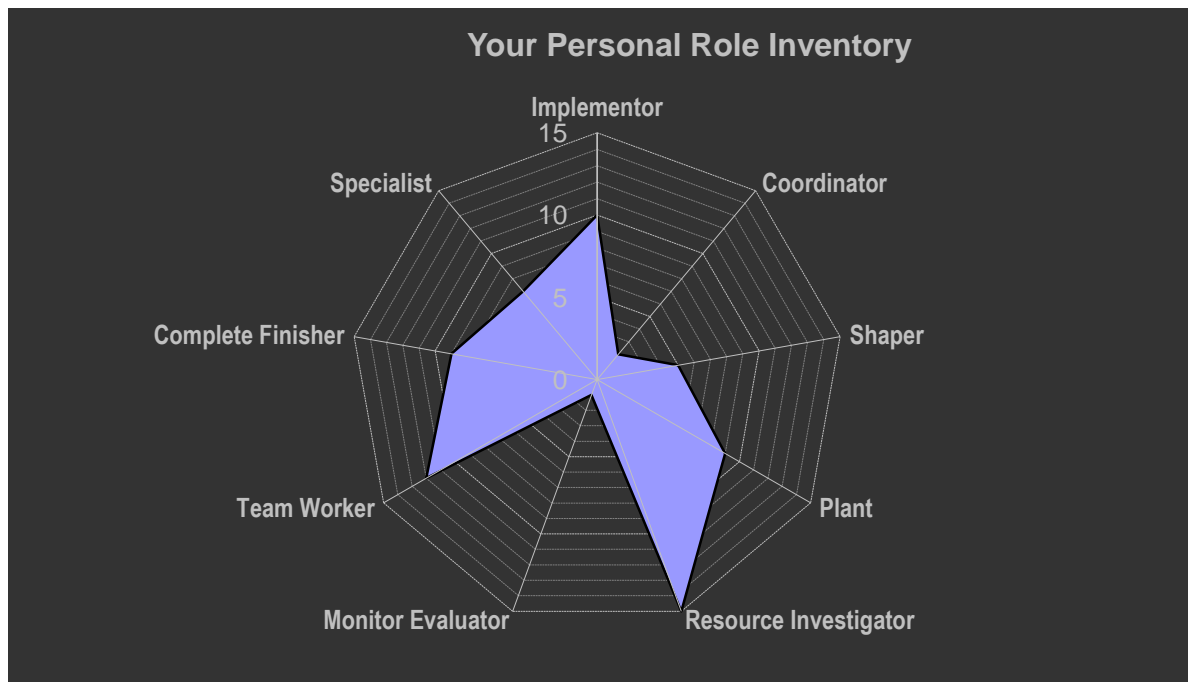


Figure 4 : BELBIN Role Definition for **Daniela Crucerescu**

I find definitely myself in **Resource investigator**. I am curious about new ideas and I think that is very comfortable to work with such people. I make friends easily with an interest that is easily aroused. But resource investigators can become easily bored and demoralized, I noticed this on my skin.

I like the **team work**, I always try to hold the team members together as a unit. Team workers are willing to sacrifice their personal achievement in order to get the better good of the team. I tend to a nice working atmosphere in our group, to help reciprocal and to spend good time together. I'm sensitive person, and I am aware of individuals needs and worries. Team worker may be indecisive in crunch situations, this is the problem with I must fight. They are loyal to the team and can easily adapt and be flexible to different situations and people.

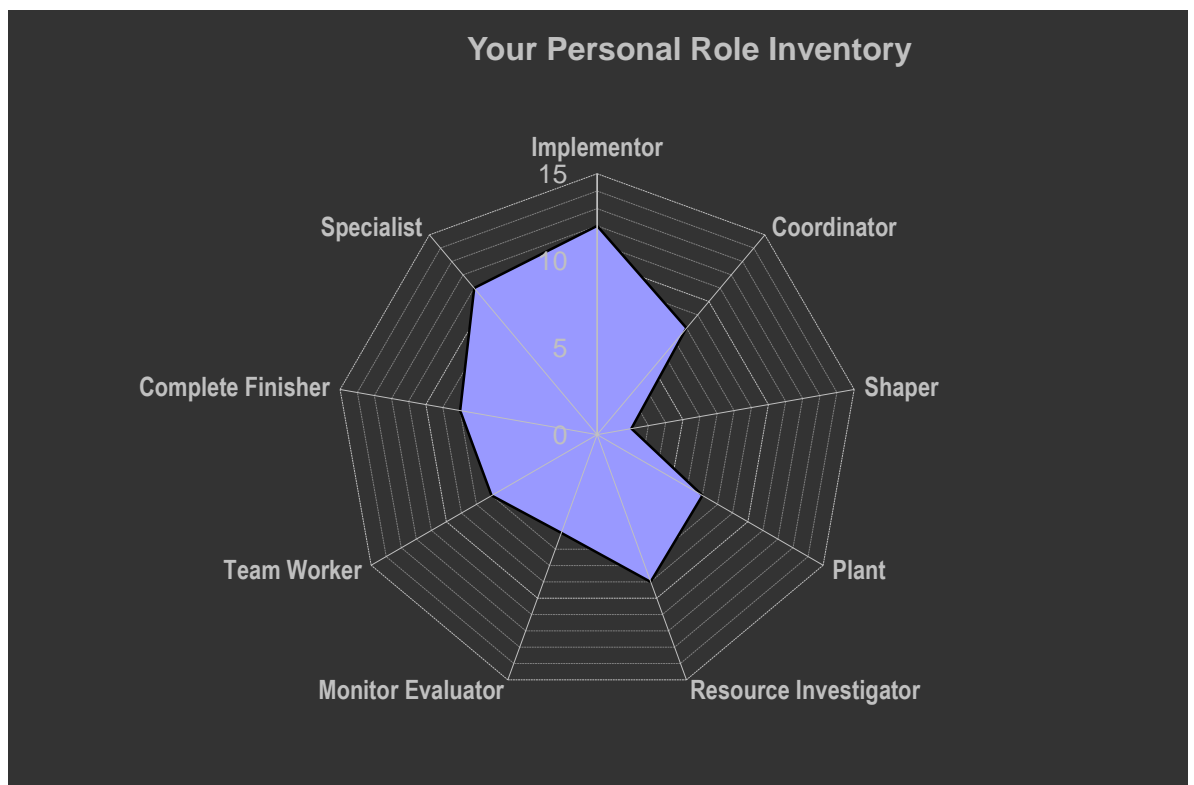


Figure 5 : BELBIN Role Definition for **Zahari Dzhelepov**

Being an **Implementor** as a role is being able to make something possible. That is why as an Implementor if we have any ideas on which we most agree and think are great I could make it possible and organize things to do it. And people can rely on it, but as Belbin describes Implementors are slow to respond to new possibilities, because if I focus on one thing it's pretty hard for me to be efficient as possible to a new idea.

As far as being a **Specialist** in the thinking roles. I can consider that I can be very dedicated and I will share any type of knowledge or skills I have in order for our team to be successful. This is the best part of working in a group which I really like. Everybody is able to share experience, knowledge and skills, etc. and we can build up something useful.

1.5 Considerations

In terms of style of writing we agreed that the project and process report be written in academic writing, because they will be assessed by experts. On the other hand, the user manual was written for a lay audience. More informative and simple so that hotel's manager and all the employees can see how the system works without the need of searching for additional information.

2.1 List of Tasks:

Detailed List of Work:

Booking	Bozhidar
BookingFileAdapter	Bozhidar
BookingList	Bozhidar, Zahari
BookingSystemGUI	Alexandru, Daniela
DoubleBedroomSuite	Bozhidar
Guest	Alexandru
GuestFileAdapter	Bozhidar
GuestList	Alexandru, Bozhidar
KingSizeBedroom	Bozhidar
MyDate	Everyone
MyFileIO	Allan
Room	Bozhidar
RoomFileAdapter	Bozhidar
RoomInicalData	Bozhidar
RoomList	Bozhidar
SingleBedroomSuite	Bozhidar
SingleRoom	Bozhidar
ThreeBedroomSuite	Bozhidar
TwinBedroom	Bozhidar

Diagrams:

Use Case Diagram	Aleksandru,Bozhidar,Daniela,Zahari
Activity Diagrams	Everyone
Sequence Diagrams	Alexandru
Class Diagram	Alexandru, Bozhidar, Zahari

Project Report:

Cover Page	Daniela
Abstract	Zahari
Introduction	Zahari
Analysis	Everyone
Design	Alexandru
Implementation	Bozhidar
Test and Results	Everyone
Discussion	Everyone
Conclusion	Everyone
User Manual	Zahari
Appendices	Alexandru, Zahari

Process Report:

Cover Page	Daniela
Group Policy	Aleksandru,Bozhidar,Daniela,Zahari
SWOT	Everyone
Considerations	Daniela
Detailed List of Tasks	Everyone
Daily Log	Daniela
Reflections	Everyone
Bloom Profiles	Everyone

2.2 General Summary

The thing we are most proud in our system, is the Graphical User Interface and all its simple yet functional design. It displays a minimalistic model – containing only the most important actions.

One of the requirements that we decided to NOT implement is “adding a bed to a room”.

We made that choice because we have similar functions, like “changing the type of the room”

And “changing the price of the room”.

One other thing that we did not implement is Checking in a guest in a specific room.

We decided redundant for several reasons: one of which is that in our system we focus on the person who is booking the room, and not the rest of the guests who are staying in that room.

On the other hand, we’ve realized the importance of this function and we probably should have included it in our system.

2.3 Responsibilities

We have divided the responsibilities in the following way:

- Monitor & Recorder – Aleksandru Rosca
- Checker – Daniela Crucerescu
- Presenter – Zahari Dzelepov
- Coordinator- Bozhidar Nedielkov

2.5 Daily Log

Day 1: Planning

On this day we had a meeting with our supervisors. We were shown a what we had done well on the use case diagram, use case description, activity diagram and the requirements for our system. We were also suggested what to modify.

We started by improving everything done so far. After that, we created the class diagram.

Day 2: Implementation

We started with the code. We managed to finish the primary classes and left the files and the GUI for the next days.

Day 3-7: Files

We worked on creating and managing the methods for the files. We had a lot of difficulties- some we resolved on our own, others- we received the help of Allan.

Day 8-10

We drew pictures of what we want the GUI to look like and started coding it.

Day 11-13:

We started working on action listeners. We found that we have some missing functions in the GUI and removed the unnecessary ones.

Day 14-18:

We split the work on the project report, then combined our parts and did the required corrections.

3.1 Assessment of Group

Aleksandru Rosca:At the beginning of our project period, I felt confident about my team, all of us were nice to each other, and all members seemed to know what are we going to do.

After couple days of creating diagrams and planning/splitting our work, I realized that we had problems with the attendance, and we had to disobey our own rules to keep the team together.

I didn't want any of us to fail, and I think that we decided the right thing to do.

During these three weeks, some of us had to work harder – in order to achieve the final goal.

But in the end, we've managed to synchronize, and got the job done in even less time than expected.

I've had a very good time working on this project – all the decisions were made together, without any argues. Until now, I didn't agree, but now I do understand that the key to success, is having a good and understanding team. So for the future, it's better to think twice before choosing.

Balkis Ibrahim: In my first group I new I would have a lot of problem but now I feel much better and I am so happy I was not with that group.

My group did arrange the time very good and we did not face challenge with the time we worked hard.

It was a good and interesting period. We understood each other , and no one had a problem with any other member we were Collaborators.

Bozhidar Nedielkov: In the start of the project we had a list of strict rules each member should follow. However, after a few days of work some of the members started breaking them on regular basis.

The group had to discuss the policy once more and came to the conclusion that these violations of the rules can be ignored for the reason that the project could be easily finished in time considering the progress we were making each day.

I was very confident about the potential of our team and myself for the task, and I am used to doing more work than others, if needed, in my past group work experiences. This is why I had no second thoughts on just focusing our energy on the project and not the flaws of the members.

Giving freedom proved to be the right decision, since by the end each member participated in making the report and we were successful in completing all in time. In my opinion, if the task was more difficult, we would not be at such ease and likely not so successful with such group policy. For my future group works I will make sure to have strict rules and secure their importance.

Daniela Crucerescu:

For me this was the first time when I had to work for a project and not only that I also had to do it in a team. I found it kind of hard at the beginning because everybody has his way of thinking and his methods of working. I had to adapt to all of that and learn how to talk to each of them. I learned how work while being under pressure and how to stay calm in critical situations. Day by day we started to get to know each other, to cooperate in an easier way and to work together.

I enjoyed drawing GUI design. The fact that I had to make some sketches about how the hotel booking system should look like and also the fact that I had to think how to code it. Of course while doing all that some problems arose, but I had my team mates near me and that helped me overcome all the obstacles.

I've had a great time working in this team. We could easily rely on each other with different kind of tasks, and all of us did a great job in planning, programing and testing our small program.

I was not only curious, but also enthusiastic about this project. At the beginning We didn't know how and what to write in the report, but because we had clear instructions and with a lot of support from our teachers, step by step, our hard work started to pay off and or project was created.

Zahari Dzelepov:

At the beginning I felt that we have plenty enough time for our semester project, to complete it, but still I thought it won't be that easy.

As the semester project period started and we started meeting with our group members, everything started calm and smoothly, without any hard pressure. At first we thought it's better to divide the work and everybody work on a different thing, but then we found out it's going to be a bit messy that way, we started working on the coding together so everybody understands what is written. The first week we were working with a great pace, until we encountered a problem with the file classes which hold us a little bit back, but with the help of our supervisors we managed to deal with this issue and continue working with the same pace. After finishing the graphical user interface everybody felt more relaxed, calm and happy with the work we've done.

All in all, everybody learned a lot during the semester project. For me personally, I gained valuable experience working in a group, how to make paperwork and what is being an ICT Engineering student.

3.2 BLOOM PROFILES

Aleksandru Rosca

Fill in this form – include it in your portfolio – discuss it with the rest of the group	Bloom's level	Keeping a portfolio	Reflecting on learning	System development	SCRUM	Java Programming	Object-oriented design and programming	UML	Web Programming	Database design	Written English	Spoken English	Team working	Sharing knowledge	Project planning	Presentation / exam skills
Excellent	6															
	5															
Good	4															
	3															
Basic	2															
	1															
No knowledge	0															

Figure 6. Before Bloom for Aleksandru Rosca

Figure 6.1: After Bloom

Fill in this form – include it in your portfolio – discuss it with the rest of the group	Bloom's level	Keeping a portfolio	Reflecting on learning	System development	SCRUM	Java Programming	Object-oriented design and programming	UML	Web Programming	Database design	Written English	Spoken English	Team working	Sharing knowledge	Project planning	Presentation / exam skills
Excellent	6															
	5															
Good	4															
	3															
Basic	2															
	1															
No knowledge	0															

Fill in this form – include it in your portfolio – discuss it with the rest of the group	Bloom's level	Keeping a portfolio	Reflecting on learning	System development	SCRUM	Java Programming	Object-oriented design and programming	UML	Web Programming	Database design	Written English	Spoken English	Team working	Sharing knowledge	Project planning	Presentation / exam skills
Excellent	6															
	5															
Good	4															
	3															
Basic	2															
	1															
No knowledge	0															

Figure 7: Before Bloom for Balkis Ibrahim

Figure 7.1: After Bloom

Fill in this form – include it in your portfolio – discuss it with the rest of the group	Bloom's level	Keeping a portfolio	Reflecting on learning	System development	SCRUM	Java Programming	Object-oriented design and programming	UML	Web Programming	Database design	Written English	Spoken English	Team working	Sharing knowledge	Project planning	Presentation / exam skills
Excellent	6															
	5															
Good	4															
	3															
Basic	2															
	1															
No knowledge	0															

Bozhidar Nedyalkov

Fill in this form – include it in your portfolio – discuss it with the rest of the group <u>Date</u> 14.02.2017	Bloom's level	Keeping a portfolio	Reflecting on learning	System development	SCRUM	Java Programming	Object-oriented design and programming	UML	Web Programming	Database design	Written English	Spoken English	Team working	Sharing knowledge	Project planning	Presentation / exam skills
Excellent	6										<input checked="" type="checkbox"/>					
	5											<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		
Good	4												<input checked="" type="checkbox"/>			
	3															
Basic	2														<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	1		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>							
No knowledge	0	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>						



Figure 8: Before Bloom for Bozhidar Nedyalkov 

Figure 8.1: After Bloom 

Fill in this form – include it in your portfolio – discuss it with the rest of the group <u>Date</u> 30.05.2017	Bloom's level	Keeping a portfolio	Reflecting on learning	System development	SCRUM	Java Programming	Object-oriented design and programming	UML	Web Programming	Database design	Written English	Spoken English	Team working	Sharing knowledge	Project planning	Presentation / exam skills
Excellent	6							<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			
	5											<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Good	4		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>								<input checked="" type="checkbox"/>	
	3								<input checked="" type="checkbox"/>							
Basic	2															
	1									<input checked="" type="checkbox"/>						
No knowledge	0	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>											

Fill in this form – include it in your portfolio – discuss it with the rest of the group Date.....	Bloom's level	Keeping a portfolio	Reflecting on learning	System development	SCRUM	Java Programming	Object-oriented design and programming	UML	Web Programming	Database design	Written English	Spoken English	Team working	Sharing knowledge	Project planning	Presentation / exam skills
Excellent	6															
	5															
Good	4						x									
	3								x		x	x	x	x		
Basic	2	x	x	x		x		x							x	x
	1															
No knowledge	0				x					x						

Figure 9: Before Bloom for Daniela Crucerescu



Figure 9.1: After Bloom



Fill in this form – include it in your portfolio – discuss it with the rest of the group Date.....	Bloom's level	Keeping a portfolio	Reflecting on learning	System development	SCRUM	Java Programming	Object-oriented design and programming	UML	Web Programming	Database design	Written English	Spoken English	Team working	Sharing knowledge	Project planning	Presentation / exam skills
Excellent	6															
	5												x	x	x	x
Good	4	x				x	x	x	x		x	x				
	3															
Basic	2															
	1															
No knowledge	0				x					x						

Fill in this form – include it in your portfolio – discuss it with the rest of the group Date.....	Bloom's level	Keeping a portfolio	Reflecting on learning	System development	SCRUM	Java Programming	Object-oriented design and programming	UML	Web Programming	Database design	Written English	Spoken English	Team working	Sharing knowledge	Project planning	Presentation / exam skills
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	5															
Good	4											<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
	3													<input checked="" type="checkbox"/>		
Basic	2															
	1		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>							<input checked="" type="checkbox"/>
No knowledge	0	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>						

Figure 10: Before Bloom for Zahari Dzhelepov  Figure 10.1: 10.1: After Bloom 

Fill in this form – include it in your portfolio – discuss it with the rest of the group Date.....	Bloom's level	Keeping a portfolio	Reflecting on learning	System development	SCRUM	Java Programming	Object-oriented design and programming	UML	Web Programming	Database design	Written English	Spoken English	Team working	Sharing knowledge	Project planning	Presentation / exam skills
Excellent	6							<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
	5												<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Good	4		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>									<input checked="" type="checkbox"/>
	3								<input checked="" type="checkbox"/>							
Basic	2	<input checked="" type="checkbox"/>														
	1															
No knowledge	0				<input checked="" type="checkbox"/>					<input checked="" type="checkbox"/>						