Project Name	Digital Identity
Online team meeting	https://fau.zoom.us/j/66411020765
Production system (if any)	...
Test system (if any)	...
GitHub repository	https://github.com/amosproj/amos2022ss04-digital-identity
GitHub kanban board (project)	https://github.com/amosproj/amos2022ss04-digital-identity/projects
Team T-shirt (white)	https://www.shirtinator.de/loadBasket/FvFqNNwXWHo (shirtinator T-Shirt, because there is no standard T-Shirt in white)
Team T-shirt (black)	https://www.shirtinator.de/loadBasket/R7YvCl0mbCV
Additional materials	...
	,

Last Name	First Name	GitHub User Name	Email Address
Kiesel	Jannik	jackDS008	jannik.kiesel@fau.de
Krause	Annika	annikakrause	annika.krause@fau.de
Bräutigam	Valentin	valentinBraeutigam	valentin.braeutigam@fau.de
Hoock	Tamara	TamaraHoock	tamara.hoock@fau.de
Veit	Moritz	veitmo	moritz.veit@fau.de
Vogelbacher	Jean-Frédéric	Jean28518	jean-frederic.vog.vogelbacher@fau.de
Bakas	Athanassios Karol	idontker	karol.bakas@fau.de
Pegouen	Steve Richard	steve-237	steve.pegouen@fau.de
Hussien	Hend	hendhussienfau	hend.abdo.hussien@fau.de

Goals	• Create successful demo on demo day • Meet product expectations of industry partner adorsys • Meet defined requirements • Build trust and rely on your teammates • Meet each other with mutual respect and acknowledge the individual skills • Have efficient and agile working environment
Meeting norms	• Mandatory weekly team meetings (sprints): Wednesday 12:30 PM – 2:00 PM • Come prepared to each sprint • Come to each meeting on time • Present assigned issue (github project) • Follow the agenda of the sprint and stick to the allocated timeframe • Define purpose of next meeting at the end of a sprint • Fill out hapiness index after each sprint meeting • Write down important information / results of discussion: e.g. protocoll, github-issues // open to discussion
Working norms	• Working on github project (Kanban-Boards) with clearly assigned tasks and tags • Each issue (github project) includes minimum 1 assignee, sprint tag and estimation tag // I partly disagree with this. If i understand this rule correctly if forbids having unassigned issues / bugfixes in our Product Backlog • Issues should only be moved to the Sprint Backlog during the weekly team meetings (or if someone is done with his/her task and wants to do some extra work?) • Issues should only be moved to the Feature Archive at the beginning of a team meeing (opinons on this?) • Support each other when needed • Make decisions as a team // not sure whether we want to keep this as it is currently. This way you could argue to always ask the whole group for an opinion. E.g.: There were four diffrent concepts during the Logo creation. The "subteam" decided to decide on their own and finished the task instead asking everybody to chose their favorite. // So do we want that every task is assigned to everyone of the team as soon as it comes to a point of decision? Because that is what it means, if we ask always the whole team about everybody's favorite at all tasks. Otherwise we have to define this precisely in order to avoid disagreements.
Coordination norms	• PO & SM is responsible for leading Team Meetings and keeping Meetings on Track • Release Manager is responsible for weekly sprint releases • Assignments/issues are allocated together in sprint meetings • Overview of roles is defined in the Role Assignments tab
Communication norms	• Frequent communication in Teams and spontaneous communication via Signal • Avoid sharing imporant information via a voice message (hard to look up) • Ensure open and direct communication, where every team member can express and discuss ideas, concerns, questions • Criticize each other constructively and directly • Check Teams once a day and respond to requests/messages • Check E-mail at least once a day and respond to requests/messages • "Reply to all" in mail conversations • All messaging is public • When sending Mails, use an "[AMOS]" in the beginning of the subject and use project e-mail

AMOS SS 2022 Project 4 - Planning Documents   Team Contract

Consideration norms	• Every opinion is considered • Agreement is achieved by discussing topics in the weekly sprint meetings (based on 2/3 majority in the worst) • Use "Planning Poker" to discuss estimations, if disagreement conduct a discussion and revote // can we skip the discussion for minor tasks (e.g. everybody votes for 0 - 2) and chose the mean?
Cont. improvement norms	• Present tasks and progress in weekly meeting • Instant evaluation and feedback
Rewards	• Celebratory moving of issues into "Done"-Bucket on github project • Everybody else cheering • Celebrate turn-in of homework with a Beer in a "Biergarten"
Sanctions	• Violating norms • Failing to meet obligations • Being late (Postponing possible one day earlier) // I propose that a maximum delay of 20 minutes could be tolerated because a technical problem could occur or something else and cause a delay //I think delays that are caused by a proper reason can be tolerated and the time should not be fixed but relate to the reason • The sanctioned person has to admit to his/her violation on the public FSI-Informatik Forum // necessary? // Jannik: no, better do push-ups • The sanctioned person has to try to make up for the lost time

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#	Meeting Day	Uni	Comment	Product Owner	Software Developer	Release Manager	Scrum Master
1	2022-04-27			Tamara Hoock, Moritz Veit	Everyone else	N/A	Hend Hussien
2	2022-05-04			Tamara Hoock, Moritz Veit	Everyone else	Jean-Frederic Vogelbacher	Hend Hussien
3	2022-05-11	Yes		Tamara Hoock, Moritz Veit	Everyone else		Hend Hussien
4	2022-05-18			Tamara Hoock, Moritz Veit	Everyone else		Hend Hussien
5	2022-05-25	Yes		Tamara Hoock, Moritz Veit	Everyone else		Hend Hussien
6	2022-06-01			Tamara Hoock, Moritz Veit	Everyone else		Hend Hussien
7	2022-06-08	Yes	Mid-term due	Tamara Hoock, Moritz Veit	Everyone else		Hend Hussien
8	2022-06-15			Tamara Hoock, Moritz Veit	Everyone else		Hend Hussien
9	2022-06-22			Tamara Hoock, Moritz Veit	Everyone else		Hend Hussien
10	2022-06-29	Yes		Tamara Hoock, Moritz Veit	Everyone else		Hend Hussien
11	2022-07-06			Tamara Hoock, Moritz Veit	Everyone else		Hend Hussien
12	2022-07-13			Tamara Hoock, Moritz Veit	Everyone else		Hend Hussien
13	2022-07-20	Yes		Tamara Hoock, Moritz Veit	Everyone else		Hend Hussien
14	2022-07-27		Demo day!	Tamara Hoock, Moritz Veit	Everyone else		Hend Hussien
15	2022-08-03		Retrospective	Tamara Hoock, Moritz Veit	Everyone else		Hend Hussien

Product Vision	Project Mission
The reason of existence of the envisioned product (beyond this project).	The mission of this particular project (in the context of the product vision).

Term	Definition

#	Theme	Goal	Feature Name	Est. Size (Feature)	Est. Size (Sprint)	Real Size (Feature)	Real Size (Sprint)	Burn-Down

#	Theme	Goal	Feature Name	Est. Size (Feature)	Est. Size (Sprint)	Real Size (Feature)	Real Size (Sprint)	Burn-Down

#	Feature Definition of Done	Sprint Release Definition of Done	Project Release Definition of Done

Type	Link / reference

\	Context	Name	Version	License	Comment

Last Name	First Name	Value		#DIV/0!	#DIV/0!		
Kiesel	Jannik						
Krause	Annika						
Bräutigam	Valentin						
Hoock	Tamara						
Veit	Moritz			0	No size		
Vogelbacher	Jean-Frédéric			1	Trivial size		
Bakas	Athanassios Karol			2	Small size		
Pegouen	Steve Richard			3	Medium size		
Hussien	Hend			5	Large size		
				8	Very large size		
				13	Too large (size)		