

# Process- and Projectplan

March 22, 2018

## 1 Process

We decided to use Scrum as framework for our project process. Scrum is an agile method that is incremental and iterative. The team split the project into smaller tasks that are placed in a back-log. Then the team choose which tasks from the backlog that should be finished in a sprint. During the sprint the team members work indepentedly with their asigned taks. After the sprint the team will have a meeting where they evaluates what they did in the sprint and assign new tasks for the next sprint.

We choose Scrum because everybody will be present and involved when we distrubute tasks for the sprint. This will help us to hand out tasks such that no one will work on the same tasks, and make sure that no tasks are left behind. Handing out spesific tasks with a deadline will also make it easier for the groupmembers to estimate how much time they have to set aside for the sprint.

Or spints will extends over one week. We will have our Scrum meetings every monday. At these meetings we will discuss what tasks we finished in the sprint, and delegate new tasks for the next sprint. We will not have a daily scrum meeting, but day-to-day communication will happen in Slack.

We will use Gitlab to handle our backlog, by making issues, and than working on them during the sprint.

## 2 Organizing

We will meet every monday, from 14.00 to 17.00. This meeting will mainly focus on handing out new tasks and evaluating finished tasks. But we will also work together on the task at the monday meeting, and we will be able to discuss and ask each other for help. Outside of the monday-meetings our communication will be handled in slack. We will use gitlab to store our common files. The repository will consist of two branches, master and develop. We will merge the develop branch into master once a week. The idea is to always have a working program in the master-branch.

In an attempt to avoid conflict and proplems during the project, we will try to:

- Share knowledge, such that there is always more than one person that knows how something works in case that one person is sick or quits.
- Be clear on who is responsible for a task.
- Set and respect deadlines.
- Write readable code. We will discuss and choose a style-guide when we start writing code.
- Be open to constructive criticism.
- If a conflict occurs, first deal with the persons involved.

### **3 Update compulsory**

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