

Individual Reflective Report

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Reflection on Interaction within the Project Team:

Overall, I found the organisation, consistency of attendance and effectiveness of meetings to be excellent. Whilst in the early stages of the project there was a miscommunication in which I and another member of the team worked on the same part of the project, we quickly learned from this mistake and adopted a responsibility matrix to track each members assigned jobs on a weekly basis. We also combined this with the meeting logs in which we marked tasks as in-progress/complete and a level of priority (high/medium/low) based on their status. Beyond this small error the rest of the project saw consistent and effective communication, all members were in attendance of every meeting hosted, and the team understood failing to achieve their share of the work negatively impacted all members, this in turn created a synergy between members of the team. I and all other members aided group mates as needed and nobody felt as if they couldn't ask for help from one another if they became stuck.

I found the meetings very effective; the hour time slot gave us sufficient time to cover everything needed and there were many occasions in which we were able to conclude the meetings early. We also had a clear structure to follow, and topics were derived from the previous meeting to discuss within the present meeting, ensuring everything was covered and saving us time in debating what to discuss. Scheduling the meetings after our Wednesday practical sessions meant we were already together for the start of every meeting, the meetings flowed nicely with all members schedules. My contribution to the meetings included the discussion of potential issues with my current tasks, potential topics for next week's meetings, helping other members with their issues and voting towards the risk register's weighted vote. On meetings in which I was the group leader I also acted as the timekeeper, assigned tasks to members appropriately, evaluated Gantt chart progress, kept the meeting notes and made sure we remained on track with the meeting structure.

Ethical and Legal Issues Related to the Project:

For the ethical and legal issues of the project we made sure they were considered at every stage in both planning and implementation as a group. We understood the importance of following sustainable practices, the quote "meeting the needs of the present without compromising the ability of future generations to meet their own needs" (**United Nations**), summarizes the importance of sustainability by addressing the potential impact of failing to adhere to sustainable standards. For legal issues we were aware of the consequences of breaking copyright laws within our project and where the line was between fair use and copyright infringement (**Taylor, A., 2012**), hence why we used our own images for the website and gave the appropriate references for other parts of the website as needed.

My own contribution was as equal as my fellow members for the legal and ethical considerations of the project, it mostly involved double checking the system we were producing was in line with sustainable and legal issues, ensuring we were choosing the most sustainable method for every functionality. One example I added was a cookie warning on the first visit to consider the legal implications of using Flask sessions/cookies. Further examples of ethical and legal considerations within our project includes the use of compressed JPEG images, a mindful approach towards the number of graphs we implemented and the unanimous want to go forward with eco-hosting.

Management of the Project:

Regarding the consideration of the project tasks, we would constantly refer to the requirements and the report mark scheme. Doing so allowed us to track which requirements and report learning objectives haven't been met, consequently focusing the weeks tasks on the highest priority requirements (MoSCoW) and parts of the report that were of the greatest importance to include.

The leadership role was changed on a weekly basis, the intention of this was to make each member got 2 weeks experience in the leadership role, resulting in a fair distribution of the work load and helping all members improve their soft skills/leadership. We also dispersed roles related to what each member was assigned in the previous week, this meant every member got experience on all parts of the project, furthering overall understanding. An example could be if a member worked on the report in the previous week they would work on front-end for the current week.

Within our weekly meetings there were weekly evaluations of the project progress compared to the Gantt chart and a re-vote on the risk weights within the risk register. These evaluations meant we knew whether our current pace would result in a timely completion of the project and gave us ample time to mitigate any risks we identified as increasing in likelihood. Our risks were linked to the project plan as we went through the project plan to identify many of the risks, for example the risk of using unfamiliar technologies (e.g. chart.js) was derived from our project plan.

My Important Contribution:

I contributed a lot over the course of the project, but perhaps my most important contribution was towards the back end of the project. I did most of the work towards converting the CSV file into a database, coding the calculation for the player prices and making those prices display on a graph dynamically, dependant on the user's selected player. These are of course key components of the project and achieve many of the

functional/non-functional requirements that we set out for our project. Other important contributions include my work on the front-end, particularly creating the mobile view of the dashboard, and my help in writing the report.

To conclude, I feel I have learned a great deal over the course of the project, it has given me insight into industry practices involving systems development, it has improved soft-skills such as communication and leadership, by pushing me to lead a team. Finally, it has resulted in a project I and my team are very happy with.

References:

- Taylor, A. (2012) How copyright protects websites. *SEQ Legal*. Available from: <https://seqlegal.com/blog/how-copyright-protects-websites> [Accessed on 06 May 2023]
- United Nations (no date). Sustainability. Available from: <https://www.un.org/en/academic-impact/sustainability> [Accessed on 06 May 2023]