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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Task** | **Due Date** | **Owner** | **Group Meeting** | **Owner compiles** | **Final Version** | **Dependencies** | **Risks** | **Comments** |
| Plan | Sun 11/4 | Siyao | Sat 11/3 | Sat 11/3 | Sat 11/4 | n/a | Without hard deadlines it is harder to decide when each part should be due when we are not sure how long each part will take at the moment. | Siyao will be maintaining and updating the plan if anything needs to be changed. |
| Component Specification | Sun 11/11 | Amy | Thurs 11/8 | Sat 11/10 | Sun 11/10 | Architecture | Not choosing an appropriate component and not being able to separate into subclasses and put them back together. | The specification needs to be specific enough because the following parts are dependent on it. Update architecture if needed. |
| Component Design | Sun 11/18 | Siyao | Thurs 11/15 | Sat 11/17 | Sun 11/18 | Component Specification | Not knowing enough details about some components. | Make sure the design is clear and detailed. Discuss with teammates if there is an outstanding issue. |
| Component Test Plan | Wed 11/28 | Robin | Wed  11/28 | Wed  11/28 | Wed 11/28 | Component Design | Not knowing how to develop automated test cases. | We might learn relevant information in class soon. Otherwise we can do more research online and ask the professor. |
| Review Notes | Sat 12/1 | Amy | Sat  12/1 | Sat  12/1 | Sat  12/1 | Individual Component Specification, Design & Test Plan | Reviewers are not prepared for the review. Worried about offending other team members. | Be prepared and ask for explanation if needed. |
| Review Report | Sun 12/2 | Skyler | Sun 12/2 | Sun 12/2 | Sun 12/2 | Reviews | Finding good review times to do 4 reviews and compile all review reports together. | Be prepared and arrange reviews for the same day. |
| Final Specifications, Design and Test Plan | Sun 12/2 | Skyler | Sun 12/2 | Sun 12/2 | Sun 12/2 | Reviews and everything above | Not having enough knowledge within the group to solve some problems that come up in the review. | Research and ask for help if a especially difficult problem comes up. |
| Post Mortem | Sun 12/2 | Robin | Sun 12/2 | Sun 12/2 | Sun 12/2 | Everything | Commenting about each person’s work specifically instead of group work might be more difficult | Be honest and critical and not be personal. |