# **MILESTONE 1** -- SFT221 SCRUM Report and Reflections

This report should be completed in the class and submitted at the end of class. Late submissions cannot be accepted without prior approval of the instructor.

**GROUP**: \_\_\_\_\_\_\_\_\_\_\_\_\_Number 7\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Members Present**:

|  |  |
| --- | --- |
| 1. Janipan Sivaguru | 4. |
| 2. Humaira Shaikh (Not responding) | 5. |
| 3. Khushi Singh (Not responding) | 6. |

**Milestone 1 Tasks**

In this phase of the project you will:

* Setup teams of about 3-5 developers (6 is too large)
* Write and sign a team contract
* Create a GIT account
* Create a Jira account
* Add your professor to the GIT and Jira accounts
* Update Jira with the work performed and planned

**Deliverables due 4 days after your lab day:**

* Completed team contract.
* Fully initialized Git repository. **Be sure to send your professor the link to your GitHub repository and a screenshot of the GitHub users.**
* Fully setup Jira project. **Be sure to send your professor the link to your Jira Project.**
* Completed scrum report including reflection questions answered.

**Rubric**

|  |  |  |
| --- | --- | --- |
| **Individual** | Group participation | 80% |
| Teamwork | 20% |
| **Group** | Contract | 15% |
| Git repository | 25% |
| Jira project | 25% |
| SCRUM report & reflections | 25% |
| Meets deadlines | 10% |
| **NOTE** | Both the individual and group marks are calculated separately. Each member of the group will have their mark calculated based on their contribution to the group work and their contributions to the team. The group participation is a percentage that your professor feels you contributed to the group work. This is multiplied by the weight of the group participation component to determine your grade. |  |

**SCRUM Report**

**Summary of Tasks Completed or Delayed in the last week:**

Here you can list all of the tasks completed in the last week along with any tasks which could not be completed with a reason why they could not be completed.

|  |  |  |
| --- | --- | --- |
| **Member** | **Tasks Completed** | **Tasks Delayed/Blocked** |
| **Janipan** | **Created Jira Account** |  |
| **Janipan** | **Crated GitHub Repository** |  |
| **Janipan** | **Emailed Github and Jira to Professor** |  |
| **Janipan** | **Completed group contract** |  |
| **Janipan** |  | **Adding all members to repositories** |
|  |  |  |
|  |  |  |

For every task delayed or blocked, describe the reason for the delay or block, how it impacts the project and the proposed solution or workaround**.**

|  |  |
| --- | --- |
| **Delayed or Blocked Task** | **Adding all members to repositories** |
| **Reason for delay or block** | **Could not get an answer from either student, an attempt was given through Microsoft teams, whatsapp, outlook school emailing.** |
| **Impact on Project** | **A group project with five students minimum being done by one.** |
| **Solution or work-around** | **Work on the milestones to the best of my ability to complete them.** |
|  |  |
| **Delayed or Blocked Task** |  |
| **Reason for delay or block** |  |
| **Impact on Project** |  |
| **Solution or work-around** |  |

**Summary of Meeting:**

A summary of the main points discusses in the meeting and the outcomes of the discussions.

|  |  |  |
| --- | --- | --- |
| Topic | Discussion Summary | Outcome |
|  | **Unfortunately, a group meeting could not be held for this milestone per the group being created November 15th.** |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Summary of Decisions Made:**

This will include major architecture and design decisions, testing decisions, prioritization of tasks, dealing with problems encountered and other major outcomes from the meeting.

|  |  |
| --- | --- |
| Decision | Rationale |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Tasks Attempted During Meeting:**

Each member is assumed to participate in the SCRUM meeting and contribute to the completion of the SCRUM report and reflections. Since the SCRUM meeting will not take more than 20-30 minutes, there is lots of time left to undertake some of the actual work tasks. In the table below, each member should list what they did to complete the SCRUM report, the reflections, and 1-4 other tasks they completed during the class period. If a task cannot be completed, the student should indicate why this was not possible.

|  |  |  |  |
| --- | --- | --- | --- |
| Member | Task Attempted | Time Spent | Complete? |
| Janipan | **All of them** | **25 mins** | **All** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**SCRUM Tasks Selected for Next Week**:

The tasks each member has selected to pursue for this class or the next week.

|  |  |
| --- | --- |
| Group Member | Task Description |
| Janipan | Every task has been assigned to Janipan Sivaguru |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Major Outcomes of Meeting:**

This is where you should highlight the major accomplishments of the class.

|  |  |
| --- | --- |
| Outcome | Impact on Project |
| N/A | **No meeting was held** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Things That Went Well in This Meeting:**

Here you can highlight things which worked well. This indicates that the way you worked on these items is working and should be continued.

|  |  |
| --- | --- |
| Topic/Work Item | Reason for Success |
| No meeting was held |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Things That Did NOT go Well in This Meeting:**

This is where you can list things which did not go well in the class. You should analyze why this happened and suggest how you can improve it next time. This will lead to the goal of *continuous process improvement*.

|  |  |
| --- | --- |
| Topic/Work Item | Reason for Problem and How to do Better |
| Group members | **Other members not being responsive.** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Reflections (to be answered by the group)**:

Answer the following questions using your own words. Make sure that each answer comprises a minimum of 100 words.

1. GIT is an example of a version control system. List and explain 3 benefits of using a version control system.

* History of version tracking is a major benefit, the collaboration and flexibility with teamwork. Github is a major company used by some corporations such as Mercedes Benz and even Telus. Another advantage would be the ability to create backups and ensure disaster recovery with the entire projects history being stored making it possible to recreate the entire codebase at any point in time.

1. Jira is a modern, web-based tool for managing software projects. Describe 3 advantages of using a project management tool like Jira.  
     
   -Github is sufficient to be used, jira is not user friendly, the HUD is very messy and difficult to stay organized with work. The only feature useful would be the group aspect and control of people that can edit and move work that needs to be done, work that is done and others that need to be organized. Issue tracking and transparency is a another advantage, it enables teams to create, prioritize and assign tasks or issues efficiently.
2. Write a brief history of the Kanban board. Describe why it is useful in a project like this one.  
     
   - The Kanban board first appeared in the 1940s as a visual management tool within the Toyota Production System, and it later found use in software development and project management. The board visually represents work, allowing for the tracking of task flow and transparent management. It consists of columns depicting different process stages and cards symbolizing tasks. It helps to identify bottlenecks, track progress, and prioritize tasks. The flexibility of the Kanban board is critical in agile projects; teams can tailor it to their workflows, accommodating various development methodologies. The Kanban board, which emphasizes continuous delivery, regulates work in progress, ensuring a consistent workflow and optimizing overall development efficiency.