

Reporting and Dashboard Service Improvement

Team RDSI

Project Status Report 11

Sprint 5

Period ending: July 20th, 2021

Team Members	Number of Units completed this week
Samara Flueck	21
Sunghwan Park	13

Client: Government of British Columbia, Digital Investment Office

At the end of this week:

Number of units remaining in the project backlog	62
Number of units remaining in the sprint backlog	11
Number of units currently in progress	0
Number of units currently in review	0
Number of units completed this week	34
Number of new units identified (additional scope) this week	-2

*Scope reduction was closure of a duplicate task that was found in backlog

Describe any tasks that could not be completed this week and how are these being addressed:

Task	How is this being addressed?

Describe any long term (more than 1 sprint) tasks that cannot be completed and their impact:

Task	Impact
Sample Data	Is not a concern since we can create our own data through the application. Team to discuss if sample data is desired for demo purposes.
Master View API	Not going to be implemented in our POC. Will document implementation plan in handover docs.

Provide a schedule of this week's meetings and a summary. Include agenda, minutes.

Sprint 5 Review

July 22nd, 2021

Demos

- Proof of Concept Prototype
 - Form for submitter to submit a project
 - Report details view
 - Finance Analyst dashboard
 - Finance Analyst's reviewer panel
- Wireframes
 - KPI display cards
 - KPI summary components

Feedback

- Sponsor team is extremely pleased with the quality of work and POC delivered.
- A few details to fix for presentation to stakeholders on Monday:
 - Add a menu item that shows which user is logged in. This can help demonstrate how roles affect the system to the stakeholders who may not have technical knowledge.
 - Add some padding around the text on the landing page to center it a bit better.
 - When about page is finished for English, add as a link to to our POC.
 - Fix shifting of header items when user logs in and menu icon appears.
 - Adjust form validation of some fields in financial section & names.
- Tips to demo to stakeholders:
 - Point out code & reusability to more technically inclined stakeholders.
 - For non technical stakeholders:
 - Take time to explain business value of features as we walk through the demo.
 - Start with a 4-5 slide ppt (7-8 if covering more than background) explaining the business problem and providing context.
- Tuesday to meet and discuss details of handover documentation.
- Meet with Robert Monday afternoon to chat about handover documentation prior to meeting.

1. **Project end date as estimated at the end of last sprint (based on burn-up chart)**
August 4th
2. **Project end date as estimated at the end of this sprint (based on burn-up chart)**
August 4th (This includes estimates for documentation & transition tasks in our backlog)
3. **Estimated unit completion target for this sprint**
65
4. **Achieved unit completion target for this sprint.**
80
5. **Provide context for any loss or gain in productivity.**
We identified new tasks and features to add to polish off the POC to demo to stakeholders. As we progressed, we pulled in more work in an effort to implement as many features as possible
6. **Estimated unit completion target for next sprint. If different, please explain justification.**
62; this will likely change after our sponsor meeting Tuesday to fully define what to include in the handover documentation.
7. **Attach a list of tasks addressed in the current sprint and their current state, assigned resource and estimate.**

Task	State	Resource	Effort Estimate
edit project - add objective	Done	Sunghwan	1
edit project - add milestone	Done	Sunghwan	1
delete project	Done	Sunghwan	1
edit project - add kpi	Done	Sunghwan	1
Edit Existing Project	Done	Sunghwan	5
Quarterly Report Form Submission	Done	Sunghwan	2
Report Form: WS4-f KPIs	Done	Sunghwan	1
Report Form: WS4-e Milestones	Done	Sunghwan	1
Report Form: WS4-d Business Case Objective Tracking	Done	Sunghwan	1
Report Form - Stepper Functionality	Done	Sunghwan	1
Report Form: WS4-c Financial Information	Done	Sunghwan	1
Report Form: WS4-b Status Summary	Done	Sunghwan	3
WS9, WS5e - create KPIs	Done	Sunghwan	2
API - Financial Status	Done	Sunghwan	1
WS8 - Create a Report with Milestones and Objectives	Done	Sunghwan	3
API - KPI Model	Done	Sunghwan	2

WS9 - New KPI Form	Done	Sunghwan	3
WS3 - Project Details: Clean Up View	Done	Samara	1
WS3-c Project Details: Milestones	Done	Samara	1
WFA3-a, WS10-a Review Report - Project Info	Done	Samara	1
WS10* - View Report Details	Done	Samara	1
WF - Report Details Submitter View (WS10*)	Done	Samara	1
WS3-b List Quarterly Reports	Done	Samara	2
WS3-e Project Details: KPIs	Done	Samara	2
WS3-d Project Details: Objectives	Done	Samara	1
WF - Add tabs for Milestones, KPIs, and Objectives to WS3	Done	Samara	1
Create Quarterly Report Form Components	Done	Samara	3
WSR 10 - Due 2021-07-16	Done	Sunghwan	1
WFA3-e, WS10-d Review Report - Milestones	Done	Samara	1
WFA3-d, WS10-e Review Report - Business Case Objectives	Done	Samara	1
WFA3-b, WS10-b Review Report - Status Summary	Done	Samara	2
WFA3-c, WS10-c Review Report - Financials	Done	Samara	1
WF - Update WFA3 Screens	Done	Samara	2
Header Menu	Done	Samara	3
Implement Reporting State	Done	Sunghwan	2
Implement KPI Constraints	Done	Sunghwan	1
WFA3 Review Report - Reviewer Panel	Done	Samara	1
WFA3- View Report Details/Review Report	Done	Samara	1
Test Form Validation	Done	Sunghwan	2
Redirect Expired Session to Login	Done	Sunghwan	1
Embed Project in Reports Query Result	Done	Sunghwan	1
WFA2 - List Reports to Review	Done	Samara	3
WFA1 - Finance Analyst Dashboard	Done	Samara	1
WFA3 - Bind Data to Reviewer Panel	Done	Sunghwan	1
WF - Alternate KPI Displays	Done	Samara	1
WF - KPI Summary for a project	Done	Samara	3
Sprint 5 Documentation	Done	Samara	5
Project Progress	Done	Sunghwan	2

8. Attach a picture of your completed burn up chart.

Sprint	Project Total Units	Estimated Units This Sprint	Completed This Sprint	Cumulative Completed	Estimated Trajectory
0	230	25	25	25	0
1	321	75	77	102	75
2	354	128	89	191	203
3	412	93	41	232	296
4	396	79	79	311	375
5	457	65	80	391	440
6	457	62		471	502

