

# Reporting and Dashboard Service Improvement

## Team RDSI

### Project Status Report 5

#### Sprint 2

<b>Period ending:</b>	June 8th, 2021
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Team Members	Number of Units completed this week
Samara Flueck	16
Sunghwan Park	20
Skylar Kramer	10

<b>Client:</b>	Government of British Columbia, Digital Investment Office
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#### At the end of this week:

Number of units remaining in the project backlog	<b>143</b>
Number of units remaining in the sprint backlog	<b>0</b>
Number of units currently in progress	<b>20</b>
Number of units currently in review	<b>0</b>
Number of units completed this week	<b>46</b>
Number of new units identified (additional scope) this week	<b>58</b>

*\*Scope will increase again by the end of this sprint, but there has been a shift in backlog items based on information from recent stakeholder engagement.*

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

Task	How is this being addressed?
Wireframes – Project KPIs	Skylar has completed the most of submitter wireframes and just got the concept of KPI

	from the client to finish the submitter wireframes.
Front End Prototype	The client wants us to reuse other government project as a template but it takes time because it consists of complex modules and requires more time to analyze and adopt its practice.

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

Task	Impact
Wireframes - Finance Analyst	This is a large task and Samara completed some part of it and broke the rest down to smaller tasks so that she could keep working on the next sprint.

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

Daily standup channel in Discord addresses what team has completed, is working on, and any blockers.

Daily Stand-Up			
Day	Samara	Sunghwan	Skylar
Thursday Jun 3, 2021	<ul style="list-style-type: none"> <li>- Summarized notes from interview with Lenore</li> <li>- Created basic persona for Lenore</li> <li>- Platform Services Registry Walkthrough</li> </ul>	<ul style="list-style-type: none"> <li>- Write user model</li> </ul>	<ul style="list-style-type: none"> <li>- Planning our KPI on wireframe</li> </ul>
Friday JUn 4, 2021	<ul style="list-style-type: none"> <li>- English revision &amp; submission</li> <li>- Continued FA Wireframes</li> <li>- started tackling documentation</li> </ul>	<ul style="list-style-type: none"> <li>- Write user model &amp; auth test cases</li> <li>- Write express middlewares</li> </ul>	<ul style="list-style-type: none"> <li>-</li> </ul>
Monday Jun 7, 2021	<ul style="list-style-type: none"> <li>- Readme mostly done for now, just a few more details to fill out.</li> <li>- Working on de-cluttering wireframes as much as possible.</li> </ul>	<ul style="list-style-type: none"> <li>- Finish backend prototype</li> </ul>	<ul style="list-style-type: none"> <li>- initial prototype setup</li> </ul>

Tuesday June 8, 2021	<ul style="list-style-type: none"> <li>- Finished 1st iteration of Readme (May need to add licence)</li> <li>- Working on de-cluttering wireframes as much as possible.</li> <li>- Presented English &amp; WSR check-ins</li> </ul>	<ul style="list-style-type: none"> <li>- Create admin user on prod and test database</li> <li>- Troubleshoot on Jenkins build failure</li> </ul>	- Initial work on login prototype
Wednesday June 9, 2021	<ul style="list-style-type: none"> <li>- Write style guides</li> <li>- Fix Jenkins build failure</li> </ul>	- Made slight progress on FA wireframes	- Minor progress on prototype

## Sprint 3 Planning

June 14th, 2021

### Are we on track to meet our deliverables?

- We are a bit off the track and agreed to try a little different approach. The client presents short-term(a week) deliverables and we plan issues as smaller as possible so that we can easily track our progresses.

### Meeting take-aways

- 50 min build time is not a hindrance to development, but if it does become an issue for showcasing progress localhost is fine to use.
- Robert suggests cloning the platform registry project solution and running it locally. Once it is running locally we can strip out what we do not need until we have our basic scaffolding. From there we can create stubs for components that we have identified from our wireframes.
- Poornima is switching us over from Jenkins to GitHub Workflows. She will document publishing steps and provide a session to show us how to use the pipeline.
- Contractor working on journey for KPIs; work will be shared with team once complete.
- Note: scoping out the KPI journey is part of a separate but related project and is outside the scope of the 2021 Capstone.
- Issues/tasks should be sized to be completed within a day. If it will take more than 1 day to complete, break it down into 2 or more tickets.

### Action Items

- 1-day issue planning
- Members' status sharing through google docs
- Client's interim checkup(Wednesday)

### 1. Attach a list of tasks addressed in the current sprint and their current state, assigned resource and estimate.

Task	State	Resource	Effort Estimate
Backend Prototype for Database	Done	SungHwan	13
Random Jenkins build failure	Done	SungHwan	2
Github-Discord Webhook	Done	SungHwan	1
Create Document Standard - Style Guides	Done	SungHwan	3
Define user registration process	Done	SungHwan	1
Wireframes - Submitter	Done	Samara	5
Wireframes - Finance Analyst: Review submitted report	Done	Samara	5
Wireframes - Finance Analyst: List reports to review	Done	Samara	1
Sprint 2 Documentation	Done	Samara	5
Set Up GitHub README	Done	Samara	3
Business Problem Definition Revision	Done	Samara	2

Front End Prototype (First Iteration)	In Progress	Skylar	13
Wireframes – Project view	In Progress	Samara	3
Define project general info model	In Progress	SungHwan	1
Testing Process	In Progress	SungHwan	2
WSR 5	In Progress	SungHwan	1

## 2. 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	43	145	203
3	412	73	46	191	276
4	412			237	349
5	412			283	422
6	412			329	495

