Ver 1.0 15-Jul-2023

Member Skills Database Roles, and Tasks Group member skills database (Document 2)

1. Data Analyst #1 (Member A): Task: Develop a structure for the data to be collected (name, location, skills, proficiency levels, LinkedIn, GitHub, resume links, etc.). Interacts with: Project Manager for task approval, and all group members to discuss the data structure.

2. Project Manager (Member B): Task: Review and approve the data structure designed by Data Analyst #1. Oversee the process of data collection. Interacts with: Data Analyst #1 to approve the structure and Project Manager Assistant to assign the next task.

3. Project Manager Assistant (Member C): Task: Once the data structure is approved, coordinate with Jeff (Web Programmer #1) to implement it into the Flask form. Interacts with: Project Manager for instructions, Jeff (Web Programmer #1) for execution.

4. Jeff (Web Programmer #1 / Member D): Task: Create a Flask web form based on the data structure approved by the Project Manager and implemented by Data Analyst #1 and the Project Manager Assistant. Connect this form to the SQLite database. Interacts with: Project Manager Assistant for form creation, Database Manager for database connection.

5. Database Manager (Member E): Task: Assist Jeff in connecting the Flask form to the SQLite database. Make sure the data entered in the form is correctly stored in the database. Interacts with: Jeff (Web Programmer #1) for database connection, Quality Assurance Analyst for testing.

6. Quality Assurance Analyst (Member F): Task: Test the Flask form and database to make sure they work correctly, and capture data as expected. Interacts with: Database Manager for testing, Data Analyst #2 for data quality checks.

7. Data Analyst #2 (Member G): Task: Once responses start coming in, begin preliminary data cleaning and standardization. Interacts with: Quality Assurance Analyst to ensure data quality, Data Analyst #3 to assist with data cleaning.

8. Data Analyst #3 (Member H): Task: Assist Data Analyst #2 with data cleaning and standardization. Ensure the data is ready for analysis. Interacts with: Data Analyst #2 for data cleaning, Data Analyst #4 for analysis.

9. Data Analyst #4 (Member I): Task: Analyze the database to identify members' skills, proficiency, and other parameters. Plot members on a 2x2 grid based on quality and affinity. Interacts with: Data Analyst #3 for data access, Project Manager for analysis review.

10. Communication Specialist (Member J): Task: Once the Flask form is ready and the database is functional, announce the form through all communication channels, encouraging everyone to fill it out. Interacts with: Project Manager for updates, all group members for form sharing.

With these roles and tasks, your active members can work together to create a system for collecting and analyzing member data. As always, remember to maintain data privacy and security throughout this process.