Project Closeout Questionnaire

Project Name: Atech Computers

Student Name: Xiaochen Li

Position: Project management, development and database design

1. Identifying your position in the project organization structure and comment on the interfacing and cooperation with other disciplines;

Positions: project manager, team leader, programmer, database designer

Cooperation:

Within the team: assign work to team members; inspect the team’s work and assure them to give production which is appropriate to the project and to the others; technical support;

Adviser: arrange meeting time with the adviser, report to her the progress;

Client: chat with the client for requirements and arrange time for client meeting, gain product acceptance from him;

Coordinator: collect all the documents needed for audit and book time for meetings;

1. Comment on the delegation of responsibility and authority;

Project management: produce proposal, make plans, work assignment, risk control, communication (adviser, client);

Design: web page design, database design;

Programmer: research, build development and server environment, coding (web, database);

1. Briefly outline your assigned scope of work;

Project management: produce proposal, make plans, work assignment, risk control, communication (adviser, client);

Design: web page design, database design;

Programmer: research, build development and server environment, coding (web, database);

1. Comment on planning schedules, budgets, quality and manpower performance, possibly quantity performance with statistical data;

Planning schedules: a fix of incremental and adaptive methodology is reasonable: it is feasible for this kind of project and flexible enough to accommodate future changes. Incremental process is planned for research and known requirements which is released based on the previous version; the last two phases are adaptive to adopt future requirements or as buffer time. It turns out that this methodology helps us much to complete the project: we adjusted our plan at the beginning of every phase, when we can look at the insight of our previous progress and change plan if necessary. For each phase, we have smaller but clearer goals to complete, which made our achievement more likely to be gained.

Quality: the project is built on a third-party project which is tested by a mature testing framework. It ensures that our project has quite high quality level.

We also product test cases for each custom page, and the module tests happened at the end of phase 4, and phase 5, to make sure that all the functionalities work fine.

Manpower performance:

Time: mostly 30+ hours per week;

Production: all completed as planned, meet all the requirements; study research is well performed, and the result is helpful to the development;

Deadline: development work is all finished before deadline;

1. Give a candid assessment of your performance, analysing what went right and what went wrong. Comment on any non-conformance reports (NCR) with reasons for any deviations and the level of rework. If audits were conducted comment on their findings;

Attitude: 5, absolutely devoted into the project, took it very seriously, strict with the deadline;

Time: 5, on average 30+hours per week, full time, don’t have part time job;

Task assigned: 5, took on most of the work, which is proved by the GitHub submissions.

Task completion: 4.5, all the work is completed on time with sufficient quality level,

Project management: 4, planning well, focusing on every team member’s progress, adjust schedules, and buffer time was set up properly. Not feeling achievable of managing people, although I used several techniques to push the other guy to complete his work on time, but he is still always late for his work, and being late for meetings.

1. Comment on the lines of communication, the issuing of instructions, the holding of meetings, the availability of information, procedures and reporting;

All the external communications lines are effective: every meeting planned is held on time, they all help the advisor and the client get familiar with the progress of the project, and we can also get advice from them on how to improve our product and processes.

Information: we share information via emails and short messages, but sometimes team members failed to see information and missed the deadline or kind of similar mistakes.

Instructions: instructions are sometimes misunderstood within the team, resulting in useless products, or even missed the deadline. Time was wasted to explain.

1. Evaluate design and technical changes, as-built drawings and operator manuals;

Design changes: the first web design was not acceptable, it could not help the developer and he had to design himself;

At the beginning, we were to use another framework, Angular + Strongloop, but we later decided to change to current ReactionCommerce platform. This change was really a great trouble to the page design and implementation because everything had to be reworked entirely. But it still meant something, because the current platform contains more mature functionalities and we only need to concentrate on only the client requirement rather than on each modules. It saved us much effort to get the website running.

1. Comment on any scope changes and concessions. Evaluate how smoothly the configurations system worked, were the changes approved and implemented timeously;

There was no scope changes, we kept on our original plan and made small progress phase by phase.

1. Discuss the use of new technology, computerization and automation;

How to define “new technology’?

Meteor web application framework based on Node.js;

ReactionCommerce platform as Meteor project;

MongoDB; MongoChef as the tool to manage Mongo database;

ECMAScript 2016, is most likely to be new technology;

Github to manage code and document versions;

Ubuntu as the server operating system running on VMWare Workstation Pro;

NPM package manager released with Node.js;

Gitter for online chatting asking solutions for problems and bugs;

1. Discuss any unexpected problems, how they affected the project and their solutions;
2. Project coordinator was strongly against the usage of Angular which made us find another solution, resulting in the finding of Reaction, but it is really a fresh new platform to me, and the last few week’s research on Angular was totally in vain. Reaction indeed helped the project proceed somehow, but forced us to assign more time on the research.
3. An unexpected new member came exactly when I had completed the proposal and got ready for the next phase. The plan had to be reworked and team communication process was produced for him.
4. Reaction changed to use another router library right after I had studied and made notes for the previous router. It was really a big event for development side which means the work had to be delayed. Another three days was assigned for the developer to study the new router mechanism and the problem was solved well.
5. Reaction released a new version, which made many developers fail to run the project, the problem occurred on both of our team members’ computers. I asked the develop team on gitter, but found no solution. I later tried to update Meteor, simply remove the errors.
6. Page and database design work sucked, and I had to design the page myself. I spent more hours than planned in thinking up new ideas of page layouts.
7. General recommendations for future projects
8. A mature framework is always a good start, especially when the developers are new to the programming languages, framework, or platform.
9. However, the framework is usually not quite customized for the project, and they cannot compete with the currently in use famous website, like Amazon, Taobao and some others.
10. Think carefully whether to use a certain technique. Website includes many aspects of techniques, from back-end framework to server, and the project will possibly fail if any of them does not work properly.