

Project CSCE 606: TA/Grader Assignment

Purpose

The team is building an application to provide a solution that streamlines assigning TAs and graders for classes. We aim to establish clear communication and guidelines to help us work effectively and cohesively. We aim to develop a high-quality application that meets and exceeds the client's expectations.

People and Accountability

Scrum Master: Stephanie Lam

Product Owner (PO): Hannah Ifekoya

Developer 1: Aaron Xu

Developer 2: Neel Singh

Developer 3: Yuvanesh Rajamani

Developer 4: Hao Zhu

Team Accountability

Stand-Up Meetings

- **Frequency:** Monday, Wednesday, Friday
- **Time:** 15 minutes
- **Location:** Hybrid(in-person or remote via Slack)
- **Agenda:**
 - What was done previously
 - What will you work on currently
 - Anything obstacles blocking a task completion

Sprint Meeting

- **Frequency:** Every 2 weeks
- **Sprint Activities**
 - Sprint Planning
 - Backlog Improvement
 - Sprint Review

Documents

- **User stories:** Descriptions of features and respective requirements
- **Test cases:** Ensuring functionality of agreed criteria
- **Mock-ups:** Wireframes or designs for UI/UX components
- **Design Documents:** Technical details of overall design components
- **Meeting notes from sprint planning:** Records from sprint planning and daily stand-ups

Artifacts

- **Github Repository:** Codebase and version control
- **Google Drive:** Shared folder for documentation and assets between developers

Team Approach to Work

- **Task Allocation:**
 - Team members will pull task from user stories to work on each sprint
- **Collaboration:**
 - Entire team is responsible for the project, if someone is overloaded or stuck, the team will offer capacity
 - For complex features, two or more team members will pair and collaborate on the user story
 - Straightforward tasks will be handled individually
- **Code Hours:**
 - Core hours are Monday, Wednesday, Friday from 3:00 PM to 8:00 PM
- **Code Reviews:**
 - Aim to review code and workflow within 24 hours
 - Code reviews will be focused on clarity, conciseness and should create expected output.
- **Feedback and Communication:**
 - All progress, feedback and blockers will be shared and communicated during stand-ups
 - Each sprint will have tickets that will take the full two week sprint

Communication Channels

- [Slack](#)
- Email:
Neel Singh: neel27@tamu.edu
Hao Zhu: hz010627@tamu.edu
Stephanie Lam: stephanie.lam_3211@tamu.edu
Aaron Xu: aaron_xu92@tamu.edu
Yuvanesh Rajamani: yuvi@tamu.edu
Hannah Ifekoya: oifekoya0@tamu.edu

Response Times: Aim to respond to emails and other communication within 1 day.

Tools

- [Github](#)
- [Google drive](#)

Definition of Done

- Code is written, and peer reviewed
- Unit tests passes
- Documentations are updated and shared to github
- Feature is deployed
- Meets performance criteria
- User-ready
- PO reviews functionality

Backlog Transparency

- Refine User stories as project progresses
- Any major changes should be discussed with team at sprint planning meeting

Work Environment

- **Hybrid setup:** Members of the team are onsite and will meet up MWF
- **Slack communication and Weekly calls:** Remote