**SIT223 – Professional Practice in Information Technology**

**Task 7.1G - Reflection (File 3)**

**The What**

For the first two weeks of the group assessment task our group utilized Trello, MS Teams for organizing our projects delegating tasks and group roles. The Trello board acted as the primary management tool for flexibility and collaboration. We started this task by delegating roles and choosing specific tasks from the product backlog. Through this resource, members could easily access each teammate’s code and provide feedback in a seamless manner. Finally, we created a 10-minute presentation that highlighted the progress of our project and first sprint. We also created FAQ/contact and Inquiry pages and their respective HTML, CSS and PHP files. The first week of the project started off slowly, but as we progressed and discussed the project in more depth, we were successful in reaching our deadlines (tasks 7.1G and 8.1G). Overall, we believe that we have worked well as a team and completed all the required tasks to a high standard.

**So What**

This activity showcases the progress of the team’s first agile sprint from start to finish through summaries and reflections. It’s important to go through this process to break down the project and work efficiently in the short amount of time it takes to complete a sprint. This activity provides an opportunity to work on skills such as teamwork, time management, critical thinking, adaptability, problem solving and technical skills which are useful in the workplace as a tester.

**Now What**

After completing this reflection, we discussed ways of improving our processes to gain a better outcome for sprint two. As a team will focus on better discussion of times to meet, so that we can complete a greater number of project tasks. The feedback that we receive for tasks 7.1G and 8.1G will be used to plan of attack for sprint 2. We will aim to keep up our high standard of work and aim for a high distinction outcome for out group work. We will aim to improve the quality of our code toa achieve a higher quality user interface, user experience and website functionality.