**WLC**

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**Team Working in Computing**

**Chris Dworczyk**

**WLC**

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# Context

## Project Brief

The organization 357 Ltd has asked to help in expanding their online services. 357 Ltd offer assets for understudies, for example, books, CDs/DVDs, programming and equipment. They anticipate opening to a more extensive shopper base, so we proposed that they invest in a site as this will enable clients to peruse and buy their items. We have been given a request to build up a prototype for them.

## Group Members

Our group that tackled the task consisted of: Chris, Paul, Liam and Scott

## Outline of Project

As a team we brainstormed and thought of the best way of approaching this project. Beginning with a basic meeting in which we assigned each other’s roles and responsibilities. We then went on to figuring out the individual tasks we had to do for the next meeting. We each designed at page which at the next meeting presented and chose the best ideas from each. From that we planned in implementing those ideas into a genuine site, we would then continue to test, settle issues/bugs and afterward evaluate the project, however we never got around to it.

# Task Planning

## Approaching the Task

We made a few sketches with our own ideas on what the 357 logo should look as this was an important part as it’s what would be displayed on the web pages. We took the best ideas from each and merged it into one. We then went onto designing the main page in which we put forward or ideas like proportional deals, live chats, reviews, forums and other features. Once we completed we were constrained by time and were unable to full develop the website and test it.

## Key issues

We few of the issues we had was making the website appealing to the costumers and self-intuitive so the customer had a smooth browsing experience. 357 Ltd would need to hire people to maintain the website as well as run the forums.

## Skills/Strengths

The system designers managed to create a very appealing website that made it easy for the common consumer to browser through and buy what they need. Out project managers kept the project on track and made sure everything’s made to high standard.

## Timeline/Milestones

The group looked at the task and decided on a logical way to tackle it.

Establish Requirements 🡪 Design Rough Copy of Logo 🡪 Proper Copy of Logo 🡪 Design Rough Copy of Website 🡪 Proper Copy of Website

We discussed each week our progress and the things we will need to iron out by the next meeting. We had 3 meetings in total

## Training

357 Ltd would need to train or employee new employees who would keep the website running when it’s made available to the public as well as forum admins and moderators to maintain the community. Help could also be gained from us again if needed.

# Process Decisions

## Organising the Team

The team was organised by skills and weaknesses. If a member was good at leading or designing, they were typically placed by that attribute.

Paul and Chris were the Project Managers, so they would focus on group organisation, time keeping and had good communication skills as well as keeping the while project on track.

Systems Designers were Liam and Scott; they would design the logos/webpages, had good technical knowledge and had a good vision of how the website should look.

Project Developers were Paul and Scott; they were going to develop the website and make sure that it did everything that it needed to do.

And finally the librarians consisted of everyone, we all needed to keep copies of the work that we did over the course of the project.

## Maximise Strengths

We maximised strengths by distributing the roles equally and giving everyone the role they were comfortable with. We also didn’t restrict roles which allowed everyone to put their idea forward on the things they thought could be changed.

## Reduce Weaknesses

Everyone was kept well informed on what they should be doing and if any help was required it was given to minimise any slowdowns.

## Methods of Working

We mainly worked in person who allowed for us to talk through ideas fast and get rid of any problems quickly. We also had emails which we could contact each other or send over files.

# Evaluation

## Project Objectives

We did not manage to fully complete the websites which meant we couldn’t fully test and implement it. However we provided 357 Ltd with 3 web pages as well as a logo.

## Changing Ideas

As we continued working on the project we kept coming up with different things that could be added to the website like networking buttons, forums section or the member login area. We had to adjust a few things on our website to let these changes take palce which in turn made the website more user friendly and allowed user to share their thoughts.

## Next Time?

Time management would be taken more seriously and make sure that everyone understood what was asked of them to do.

# Team Performance Evaluation

## Evaluate your own performance

In the planning stage I was responsible for designing a logo to be considered for the main website. I feel like I contributed well and helped in the development of the website

I managed to discuss the topics I was concerned about on the website during the meetings which was beneficial to the website.

My strengths were designing both the logo and one page of the website and giving useful ideas to my teammates. My weakness was not being fast enough at times at delivering my designs for the websites.

## 

## Evaluation of Team Members

### Paul

Paul was one of the leaders of the group; he was very Clear and concise in verbalizing ideas. He wasn’t very good at negotiating, if he had an idea he wouldn’t let anyone change it.

### Liam

Liam was very good at what was assigned to him. Once he was given a role he would keep his head down and work until it’s finished. One of the downside of that is he sometimes strayed away from what he was actually meant to do.

### Scott

Scott was one of the developers of the team, and he also was a chairman of one of the meetings. He was also responsible for developing of one of the websites and manages to make a good contribution. Scott sometimes interrupted people mid talk but always apologised.

## 

## Rating of Yourself and Co-Workers

|  |  |  |
| --- | --- | --- |
| **Name of co-worker** | **Allocated Score** | **Justification of rating** |
| Paul | 3 | Great communication and understanding. Had great leadership skills which were displayed during the meetings. |
| Liam | 3 | Good understanding and contributed a lot to the project but could have asked for help at times if he didn’t understand what was to be done. |
| Scott | 3 | Scott was a good teammate and communicator. He designed one of the logos and displayed it at one of the meetings with great confidence. Could work on his time keeping at times. |