

# RED TEAM

## Red Team Team Logbook Journal #3

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### CHECKLIST FOR DELIVERABLE #3 REPORT TO FOLLOW “Use Cases and UML Diagrams”:

- ☒ (3 marks) Front matter (see 1st deliverable)
- ☐ (5 marks) Executive Overview (see above for a description).
- ☐ (3 marks) Summary description of the client
- ☐ (5 marks) Business problem – what is the business problem that the new system will resolve. It may have changed now that you have a better understanding of how the present system works.
- ☐ (10 marks) Narrative description of the present information system – Do the diagrams in the appendices first, then write a text narrative that summarizes the diagrams. The narrative should read like a story describing what the various users do when they interact with the system.
- ☐ (5 marks) Appendix 1 – Use cases: A system diagram for the entire information system.
- ☐ (8 marks) Appendix 2 – Filled out use case templates of at least two representative use cases found in the system diagram (4 marks each)
- ☐ (8 marks) Appendix 3 – UML diagrams: Activity and sequence diagrams for one use case in Appendix 2 (two diagrams, 4 marks each),
- ☐ (6 marks) Appendix 4 – A class diagram for the entire existing information system.
- ☐ (4 marks) Appendix 5 – A state chart diagram for a significant class

- ☐ (4 marks) Appendix 6 – Copies of forms and other documents used by client. If there are very many, then only include samples. If there already is a computer system, include screen shots.
- ☐ (2 marks) References/Bibliography/Works cited (APA Style)
- ☐ (3 marks) Spelling, grammar, and formatting

**CHECKLIST FOR DELIVERABLE #4 REPORT TO FOLLOW:**  
**“User stories to express the requirements to solve the business problem”:**

- ☐ (3 marks) Front matter (see 1st deliverable)
- ☐ (4 marks) Executive Overview (see above for a description).
- ☐ (3 marks) Summary description of the client (Revised – indicate what has changed or has been added since the last deliverable)
- ☐ (5 marks) Business problem – what is the business problem that the new system will resolve. It may have changed now that you have a better understanding of what the client wishes to be able to do.
- ☐ (10 marks) Narrative description of the future information system – This summarizes what is described by the user stories in the appendices. It should read like a story about what the various users do when they interact with the system. Write it after compiling the user stories. Here are excerpts from a previous student description of the future
- ☐ (10 marks) Appendix 1 – Describe the process you used to obtain the user stories (5 marks), followed by a list of at least 30 user stories – print out the detailed contents of the Product Backlog (5 marks).
- ☐ (5 marks) Appendix 2 – At least two user story tests for each user story in Appendix 1 and transcriptions of all user story tests. These will form the basis of your Acceptance Tests.
- ☐ (10 marks) Appendix 3 – User story map – Explain your choice of tool for representing the story map (5marks). Printout of the Story Map (5 marks). Make sure to include references to your list of user stories.  
If you are not including all the stories in Appendix 1, or if they are different, explain why.
- ☐ (2 marks) References/Bibliography/Works cited (APA Style)
- ☐ (3 marks) Spelling, grammar, and formatting.

## Red Team | Meeting 13

**Location:** Virtual – Microsoft Teams

**Date:** Monday, October 3<sup>rd</sup>, 2022

**Attendees:** Patrick Larocque, Li Yu, Gerasimos Vlassopoulos,  
Chi-Tao Li, Murat Osmonov

**Start Time:** 10:30am | **End Time:** 11:30am

### ----- MEETING AGENDA / MINUTES -----

Discussion Topics:	Time Allocated:
▪ Updates since the previous meeting(s)	30 minutes
▪ Update re: interview for Deliverable 3	5 minutes
▪ Continue work on Deliverable 3 report	20 minutes
▪ Future Meetings	5 minutes

### ----- TEAM DISCUSSIONS -----

#### Updates since the previous meeting(s)

**10:30am – 11:00am**

##### Updates:

- On September 30<sup>th</sup> after the lecture, rather than having an official meeting, an Informal and brief meeting in MS Teams took place re: finalizing logbook #2.
- Chi-Tao did the 1<sup>st</sup> version of the final draft (edits in blue) & Patrick double checked for any spelling errors. Logbook was revised and submitted on September 30<sup>th</sup>

##### Decisions:

- The team decided to delay the team's updates re: Deliverable #3 to this meeting (October 3<sup>rd</sup>).

##### Events:

- The team looked over the logbook #2 on Sept 30<sup>th</sup> and approved for submission that same day.
- On Meeting #11, the team established the areas of responsibilities for the team for deliverable 3. **To date, it remains the same (see below)**

Areas of responsibilities for deliverable 3 as follows:

**Client Contact:** Li and/or Patrick will most likely remain primary contacts with the client for this deliverable. Whether the other team members will meet the client at this point of the project is still to be determined.

**Reports:** It is still agreed that each team leader will oversee that the report is compiled and prepared properly and on time (the deliverable report & Logbook). Final text edits will still be led by Patrick with the support of the team, and Chi-Tao will remain the person to ensure formatting is consistent with the previous deliverables.

**Team's Contact information:** Since the logbook consist of records for multiple deliverables, the contact info is still shown on the first page. Note: It may change depending on the client's preferable method of contact.

- Work distribution assignments:

**Gerasimos** → Team Leader; Compiling components of the report into one draft.

**Li Yu** → Write summary description of the client and get copies of forms used by client.

**Patrick** → Write narrative description of the present information system.

**Chi-Tao** → Initiate UML diagrams (activity and sequence), Class diagrams, and State chart diagrams.

**Murat** → Initiate Use Case diagrams.

**Update re: interview for Deliverable 3**

**11:00am – 11:05am**

✚ Updates:

- Interview with client was delayed from September 30<sup>th</sup> , Patrick called the client to reschedule.

✚ Decisions:

- Meeting with client will take place tomorrow October 4<sup>th</sup> in person by Patrick.

**Continue work on Deliverable 3 report**

**11:05am – 11:25am**

✚ Decisions:

- The team agreed to continue to work on their assigned parts individually while online in case anyone asked questions.
- Once everyone finished their parts, they send it to Gerry to compile the document.
- The team decide to delay the deadlines for tasks for October 6<sup>th</sup>

## ----- PLANNING -----

Action Items:	Assigned to:	Target Date:	Status:
Schedule Next Meeting	All members	Oct 4 <sup>th</sup> , 2022	Completed
D3's Summary description and business problem	Li Yu	<del>September 30<sup>th</sup>, 2022</del> <b>October, 6<sup>th</sup> 2022</b>	In progress
D3's Narrative description of the present information system	Patrick	<del>September 30<sup>th</sup>, 2022</del> <b>October, 6<sup>th</sup> 2022</b>	In progress
D3's Use cases, UML diagrams	Chi-Tao	<del>September 30<sup>th</sup>, 2022</del> <b>October, 6<sup>th</sup> 2022</b>	Pending Review
D3's Make an appointment with client	Li Yu	September 30 <sup>th</sup> , 2022	Completed
D3's Interview with client	Patrick	<del>September 30<sup>th</sup>, 2022</del> <b>October, 4<sup>th</sup> 2022</b>	Pending
D3's Assign the section for Executive Overview and Business Problem	Murat/Gerry	TBD	Pending other components

## ----- FUTURE MEETING & GOALS -----

**Next meeting: Tuesday, October 4<sup>th</sup>, 2022 at 11AM**

*Goal: Deliverable 3 progress, working as a team.*

## Red Team | Meeting 14

**Location:** Virtual – Microsoft Teams

**Date:** Tuesday, October 4<sup>th</sup>, 2022

**Attendees:** Patrick Larocque, Li Yu, Gerasimos Vlassopoulos, Chi-Tao Li, Murat Osmonov

**Start Time:** 11am | **End Time:** 12:20pm

### ----- MEETING AGENDA / MINUTES -----

Discussion Topics:	Time Allocated:
<ul style="list-style-type: none"><li>▪ Deliverable 3 report progress</li></ul>	15 minutes
<ul style="list-style-type: none"><li>▪ Questions for the client interview</li></ul>	20 minutes
<ul style="list-style-type: none"><li>▪ Reviewing Use Case Templates</li></ul>	15 minutes
<ul style="list-style-type: none"><li>▪ Further Division of Labor for Deliverable 3 tasks</li></ul>	25 minutes
<ul style="list-style-type: none"><li>▪ Future Meetings</li></ul>	5 minutes

### ----- TEAM DISCUSSIONS -----

#### Team Discussion: Deliverable 3 Progress

**11am – 11:15am**

##### Updates:

- Chi-Tao sharing updates on diagrams.
- Patrick shares his plans to interview client at 6pm tonight.
- Gerry requests that Li send over any documents and pictures of the forms/documents used at Manoir Ramezay.

#### Team Discussion: Most Pressing questions for Client Interview

**11:15am – 11:35am**

##### Updates:

- Question for the client: Should each booking channel have its own use case diagram, for example when an actor makes a booking on Booking.com, and a separate use case for when a user books through phone or directly through Manoir Ramezay's website.

##### Events:

- The team examines the FreeToBook screen shots provided by the client. It appears that their FreeToBook platform has a feature that would allow API connections to third-party booking platforms. However, this is a paid feature. This can be questioned during the client interview.

## Reviewing Use Case Templates

11:35am – 11:50am

### Updates:

- Reviewing Murat's Use Case templates for Appendix 2. Some questions arise, as the use case template is for a general "booking" use case. The team wonders if the use case should be more specific and describe booking through a particular booking platform.

### Decisions:

- The team notes that the use case templates should more closely model uses cases in appendix 1 diagrams.
- Murat agrees to make suggested modifications to the Use Case Templates ahead of review with professor.

## Further Division of Labor for Deliverable 3 Tasks

11:50am – 12:15pm

### Decisions:

- Patrick will write narrative sections on the existing information system and conduct a final interview with the client at 6pm.
- Chi-Tao will wrap up use case diagram and UML diagram.
- Li will modify business problem statements and client description statements as needed.
- Gerry will compile documents and write an executive summary.
- The team agrees to send in a draft by Thursday and ask any questions to the professor on Wednesday.

### Events:

- The team discusses the tasks priority and assignments moving forward.

## ----- PLANNING -----

Action Items:	Assigned to:	Target Date:	Status:
Use Case Diagram	Chi-Tao	October 6 <sup>th</sup> , 2022	In Progress
Narrative Description of the current system	Patrick	October 6 <sup>th</sup> , 2022	In Progress

Client Interview	Li Yu/Patrick	October 4 <sup>th</sup> , 2022	Pending
Use Case Templates	Murat	October 6 <sup>th</sup> , 2022	In Progress
Executive Overview	Gerry	October 6 <sup>th</sup> , 2022	Pending
Sequence/Activity Diagram	Chi-Tao/Patrick	October 6 <sup>th</sup> , 2022	In Progress
State Chart Diagram	Chi-Tao/Patrick	October 6 <sup>th</sup> , 2022	In Progress
Updated Client Description/Business Prolem	Li Yu	October 6 <sup>th</sup> , 2022	In Progress
Compile First Draft	Gerry	October 6 <sup>th</sup> , 2022	Pending

### ----- FUTURE MEETING & GOALS -----

**Wednesday, October 5<sup>th</sup>, 2022, during class time (allotted by professor), or after class.**

Goal: Complete Draft for review by October 6<sup>th</sup>, 2022.



## Red Team | Meeting 15

**Location:** Virtual – Microsoft Teams

**Date:** Wednesday, October 5<sup>th</sup>, 2022

**Attendees:** Patrick Larocque, Li Yu, Gerasimos Vlassopoulos, Chi-Tao Li, Murat Osmonov

**Start Time:** 10:40am | **End Time:** 11:40am

### ----- MEETING AGENDA / MINUTES -----

Discussion Topics:	Time Allocated:
<ul style="list-style-type: none"><li>▪ Deliverable 3 Work</li></ul>	30 minutes
<ul style="list-style-type: none"><li>▪ Meeting with Professor to discuss progress of Deliverable 3 and distribution of work</li></ul>	35 minutes
<ul style="list-style-type: none"><li>▪ Future Meetings</li></ul>	5 minutes

### ----- TEAM DISCUSSIONS -----

<b>Deliverable 3 Updates</b> <b>10:30am – 11:00am</b>
<ul style="list-style-type: none"><li>✚ <u>Updates:</u><ul style="list-style-type: none"><li>- The team going through the checklist of the Deliverable 3.</li><li>- Chi-Tao made the initial diagrams and shared it with the team</li></ul></li><li>✚ <u>Event:</u><ul style="list-style-type: none"><li>- Li made adjustment to diagrams</li><li>- Team worked on the deliverable 3 report</li></ul></li></ul>
<b>Meeting with professor and distribution of work</b> <b>11:00am – 11:35am</b>
<ul style="list-style-type: none"><li>✚ <u>Updates:</u><ul style="list-style-type: none"><li>- Reviewing the current diagrams made.</li></ul></li><li>✚ <u>Decisions:</u><ul style="list-style-type: none"><li>- Gerry to work on Appendix 1 (Use Case)</li><li>- Patrick to work on Class Diagram and Sequence Diagram</li><li>- Murat to modify the incorrect information for the Use Case Template.</li><li>- Patrick to finish up the narrative</li><li>- Li to e-mail the client for additional questions to complete the interview.</li></ul></li></ul>



#### Events:

- Team made necessary adjustments based on professor's feedback.
- Chi-Tao sent the draw.io file for the team to work on the diagrams

## ----- PLANNING -----

Action Items:	Assigned to:	Target Date:	Status:
Use Case Diagram	Chi-Tao	October 6 <sup>th</sup> , 2022	In Progress
Narrative Description of the current system	Patrick	<del>October 6<sup>th</sup>, 2022</del> October 7 <sup>th</sup>	In Progress
Client Interview	Li Yu/Patrick	October 4 <sup>th</sup> , 2022	Completed
Use Case Templates	Murat	October 6 <sup>th</sup> , 2022	In Progress
Executive Overview	Gerry	October 6 <sup>th</sup> , 2022	Completed
Sequence/Activity Diagram	Chi-Tao/Patrick	October 6 <sup>th</sup> , 2022	In Progress
State Chart Diagram	Chi-Tao/Patrick	October 6 <sup>th</sup> , 2022	In Progress
Updated Client Description/Business Problem	Li Yu	October 6 <sup>th</sup> , 2022	Completed
Compile First Draft	Gerry	October 6 <sup>th</sup> , 2022	Completed

## ----- FUTURE MEETING & GOALS -----

**Friday, October 7<sup>th</sup> during allotted class time**

Goal: To complete Deliverable 3 for submission and start deliverable 4.

## Red Team | Meeting 16

**Location:** Virtual – Microsoft Teams

**Date:** Friday, October 7<sup>th</sup>, 2022

**Attendees:** Patrick Larocque, Li Yu, Chi-Tao Li, Murat Osmonov

**Start Time:** 10:30am | **End Time:** 11:05am

### ----- MEETING AGENDA / MINUTES -----

Discussion Topics:	Time Allocated:
<ul style="list-style-type: none"><li>Feedback with professor for deliverable 3</li></ul>	30 minutes
<ul style="list-style-type: none"><li>Future Meeting</li></ul>	5 minutes

### ----- TEAM DISCUSSIONS -----

#### Feedback with professor for Deliverable 3

10:30am – 11:05am

##### Updates:

- The team submitted their parts to team leader Gerry, who compiled and sent draft to professor late in the morning. As a result, the professor is reviewing at the draft for the first time during this meeting.
- The team needs to hustle to finish up deliverable 3 for submission tonight at 10am since the feedback was mainly towards the diagrams.

##### Decisions:

- A PDF file was shared with the team, so edits will be made after this meeting.
- Gerry to work on the modifications for the Use Case Diagram
- Patrick to work on the modifications for the activity diagram, Class diagram and sequence diagram
- Chi-Tao to work on the State Chart diagram and formatting of final draft.
- Li and Murat to work on spelling and grammar.
- The team to contact Gerry after meeting hours to do an informal team meeting to update on what needs to be done.
- The team will work on the final report after meeting hours.

##### Event:

- Chi-Tao and Patrick took notes of the feedback from the professor.

## ----- PLANNING -----

Action Items:	Assigned to:	Target Date:	Status:
Use Case Diagram	Gerry	October 7 <sup>th</sup> , 2022	In Progress
Sequence/Activity Diagram	Chi-Tao/Patrick	October 7 <sup>th</sup> , 2022	In Progress
State Chart Diagram	Chi-Tao/Patrick	October 7 <sup>th</sup> , 2022	In Progress
Compile Final Draft	Gerry	October 7 <sup>th</sup> , 2022	In Progress
Review Final Draft	Everyone	October 7 <sup>th</sup>	Pending
Prepare template for deliverable 4	Murat	October 12 <sup>th</sup>	In Progress
Arrange meeting with client for deliverable 4	Li	October 13 <sup>th</sup>	In Progress

## ----- FUTURE MEETING & GOALS -----

**Wednesday, October 12<sup>th</sup> , during class time (allotted by professor), or after class.**

Goal: To submit Deliverable 3 by tonight at 10am, & To start deliverable 4

## Red Team | Meeting 17

**Location:** Virtual – Microsoft Teams

**Date:** Wednesday, October 12<sup>th</sup>, 2022

**Attendees:** Patrick Larocque, Li Yu, Gerasimos Vlassopoulos, Chi-Tao Li, Murat Osmonov

**Start Time:** 10:30am | **End Time:**

### ----- MEETING AGENDA / MINUTES -----

Discussion Topics:	Time Allocated:
<ul style="list-style-type: none"><li>▪ Deliverable 4 Work Distribution</li><li>▪</li><li>▪</li><li>▪</li></ul>	

### ----- TEAM DISCUSSIONS -----

#### Deliverable 4 Work Distribution

**10:30am – 11:00am**

##### Updates:

- Chi-Tao & Murat met up on Sunday October 9<sup>th</sup> to get a head start on Deliverable 4 report template and reviewed the checklist of deliverable 4.

##### Decision:

- A Trello online Use story Map board will be setup to collaborate.

##### Areas of responsibilities for deliverable 3 as follows:

**Client Contact:** Li will most likely be primary contact with the client for this deliverable. The clients are most comfortable with phone calls.

**Reports:** It is still agreed that each team leader will oversee that the report is compiled and prepared properly and on time (the deliverable report & Logbook) if time permitted. Final text edits and formatting will still be led by Patrick and Chi-Tao with the support of the team.

**Team's Contact information:** Since the logbook consist of records for multiple deliverables, the contact info is still shown on the first page.

##### - Work distribution assignments:

**Murat** → Team Leader; Compiling components of the report into one draft. Executive overview. User Story Map. Assisting in appendix 1-2-3

**Li Yu** → User stories and backlog. Arrange a meeting with the client to obtain User Stories.

**Patrick** → Write narrative description of the future information system.

**Chi-Tao** → Write summary description of the client and business problem (if any changes), Assisting in appendix 1-2-3

**Gerry** → Acceptance tests

## ----- PLANNING -----

Action Items:	Assigned to:	Target Date:	Status:
Deliverable 4 report template	Chi-Tao/Murat	October 12 <sup>th</sup> , 2022	Completed
Executive Overview	Murat	October 14 <sup>th</sup> , 2022	Pending
Updated Client Description/Business Problem	Chi-Tao	October 14 <sup>th</sup> , 2022	In Progress
Compile Draft	Murat	October 14 <sup>th</sup> 2022	In Progress
Approve First Draft	Everyone	October 15 <sup>th</sup> , 2022	Pending
Appendix 1	Li	October 14 <sup>th</sup> 2022	In progress
Appendix 2	Li/Chi-Tao	October 14 <sup>th</sup> 2022	In Progress
Appendix 3	Gerry	October 14 <sup>th</sup> 2022	In Progress
Compile Final Draft	Murat	October 16 <sup>th</sup> , 2022	Pending

## ----- FUTURE MEETING & GOALS -----

**Thursday, October 13<sup>th</sup>, during class time (allotted by professor), or after class.**

Goal: To get feedback by professor and complete deliverable 4

## Red Team | Meeting 18

**Location:** Virtual – Microsoft Teams

**Date:** Monday, October 13th, 2022

**Attendees:** Patrick Larocque, Li Yu, Gerasimos Vlassopoulos,  
Chi-Tao Li, Murat Osmonov

**Start Time:** 9:00am | **End Time:** 12:05am

### ----- MEETING AGENDA / MINUTES -----

Discussion Topics:	Time Allocated:
<ul style="list-style-type: none"><li>▪ Deliverable 4 priority, working on User Stories</li></ul>	1 hour 30 minutes
<ul style="list-style-type: none"><li>▪ Acceptance Tests</li></ul>	30 minutes
<ul style="list-style-type: none"><li>▪ Meeting with Professor</li></ul>	1 hour
<ul style="list-style-type: none"><li>▪ Future Meetings</li></ul>	

### ----- TEAM DISCUSSIONS -----

Updates since the previous meeting(s) 9am – 10:30am
<p>🚦 <u>Updates:</u></p> <ul style="list-style-type: none"><li>- Team discussed the priority items for deliverable 4, along with the division of labor for deliverable 4. Team agreed to work as a unit for User Stories and Acceptance Tests. Murat is the team leader for this deliverable; therefore, he will compile individual components to assemble the report.</li><li>- Chi-Tao did the 1<sup>st</sup> version of the final draft (edits in blue) &amp; Patrick double checked for any spelling errors. Logbook was revised and submitted on September 30<sup>th</sup></li></ul> <p>🚦 <u>Decisions:</u></p> <ul style="list-style-type: none"><li>- Team agreed to work as a unit for User Stories and Acceptance Tests. Murat is the team leader for this deliverable; therefore, he will compile individual components to assemble the report.</li></ul> <p>🚦 <u>Events:</u></p> <ul style="list-style-type: none"><li>- User Stories draft completed.</li></ul>
Updates since the previous meeting(s) 9am – 10:30am

✚ Updates:

- Team has completed a draft of the user stories and moves on to deliberating and discussing acceptance tests.

✚ Decisions:

- Chi-Tao and Li Yu begin drafting acceptance Tests
- Miro is set up and team members begin joining as collaborators.

✚ Events:

- Teamwork continues. Patrick begins to transfer User Stories to Miro and adds collaborators. Li and Chi-Tao begin writing acceptance tests. Gerry and Murat collaborate.

### **Meeting with Professor for Review**

**11am – 12pm**

✚ Updates:

- Team conducts meeting with professor for additional guidance and review of current deliverable 4 components. Professor advises that User Stories must be made in conversation with the client. User Stories may change based on the requests and stories provided by client. Professor gave advice on how to write better acceptance tests after reviewing those of the team. Teacher responded to other questions.

✚ Decisions:

- The team will modify User Stories and acceptance tests in accordance with the professor's feedback.
- User map, additional user stories and narrative description pending client interview.

✚ Events:

- Teamwork continues. Patrick begins to transfer User Stories to Miro and adds collaborators. Li and Chi-Tao begin writing acceptance tests. Gerry and Murat collaborate.

### **Updates since the previous meeting(s)**

**12pm – 12:05pm**

✚ Decisions:

- Team sets up interview with client Oct. 14<sup>th</sup>. Team agrees that next meeting will take place Friday Oct. 14<sup>th</sup> in the am. And that a draft of the report should be ready by Saturday Oct 15<sup>th</sup> for review.

✚ Events:

- Future meetings set.



## ----- PLANNING -----

Action Items:	Assigned to:	Target Date:	Status:
Schedule Next Meeting	All members	Oct 14 <sup>th</sup> , 2022	Completed
User Stories	All Members	Oct 14 <sup>th</sup> , 2022	In Progress
User Story Map	Patrick	Oct 14 <sup>th</sup> , 2022	Pending
Client Interview	Li Yu	Oct 14 <sup>th</sup> , 2022	Pending
Acceptance Tests	All Team Members	September 30 <sup>th</sup> , 2022	In Progress
Narrative Description of New Information System	Patrick	Oct 14 <sup>th</sup> , 2022	Pending
Updated Front Matter, Business Problem and Client Description	Murat/Gerry	Oct 15 <sup>th</sup> , 2022	Pending other components

## ----- FUTURE MEETING & GOALS -----

**Next meeting: October 14<sup>th</sup>, 2022**

*Goal: Finish Migrating User Stories to Miro. Finish Acceptance Tests.*