**IT Project Management 1** module code: M3I322913

Individual Coursework Marking Sheet Coursework 2016/2017

Lab Day: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Lab Time: \_\_\_\_\_\_\_\_\_\_ Lab Room:\_\_\_\_\_\_\_\_\_\_\_

Group: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Stream/Programme\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Title …………………………………………………………………………….

Individual Marks Summary:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Student Name** | **Student Id** | **Student email** | **Tutorial attendance and discussion (5)** | **Individual Reports** | | **Total**  **(30)** |
|  |  |  | **Individual Role (10)** | **Legal Issues (15)** |
|  |  |  |  |  |  |  |

Student Declaration

This piece of work is not plagiarised. It is my own original work and has not been submitted elsewhere in fulfilment of the requirements of this or any other award.

Signature: Date:

IT Project Management 1

Individual Report

Project Title: **Raid Cinemas**

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Group: **A**

Submission date: **Friday 9th December 2016**

Lab Time: **Friday 11am**

*This piece of work is not plagiarized. It is my own original work and has not been submitted elsewhere in fulfilment of the requirements of this or any other award.*

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# Peer Assessment

## Introduction

The project that we came up with was to develop an online system for a cinema company. Our goal was to achieve a fully functional website which would allow users to buy tickets from it etc. The project overall went as planned and I think we gave ourselves enough time to fully complete every task to the best of our ability. I think the overall project was an overall success due to the hard work of most members, however I do think that certain members could have worked a lot harder throughout the duration of the project and put in more effort.

|  |  |
| --- | --- |
| **Name** | **Christopher Campbell** |
| **Group** | **Group 1** |

|  |  |
| --- | --- |
| **Team Member's name** | **Percentage contribution to interim product out of 25%** |
| **Christopher Campbell** | **29%** |
| **Heather Reid** | **29%** |
| **James Hall** | **29%** |
| **Jack McIvor** | **13%** |

|  |  |
| --- | --- |
| **Team Member’s name** | **An interim assessment of the contribution of the other team members to the work of the project** |
| Christopher Campbell | I feel my contribution to the group work has definitely aided to the success that we had. During the coursework I attended every meeting and completed all work on time and with maximum effort. During group meetings I always engaged in group discussion and was always confident to giving my option and thoughts. At times when I needed help I was never scared to ask for help. When others needed help I was always willing to help them and give advice on how It could be fixed. Overall I think I have had a strong contribution in the group which has made in impact in the overall success of the group coursework. |
| Heather Reid | Heather has made a massive contribution to the group work which has definitely aided to the overall success we have had. Heather took meeting notes for every meeting, attended every meeting, and always engaged in discussions at the meetings. She was always willing to help others, and was always motivated. Heather has made a huge contribution to the coursework and I don’t think that we would have done as well without her. She was a key member in the overall success of the coursework. |
| James Hall | Throughout the duration of the coursework James has showed he is willing to get involved and take on any task at hand. His efforts have definitely aided to the success o the coursework. James always gave hi all during any task given. He attended all group meetings and engaged in all group discussions. If James was unsure of anything then he spent a long time researching until he came up with a sufficient solution. James’ contribution throughout the coursework was key in the overall success of the completion of the coursework. |
| Jack McIvor | I feel Jack could have put much more effort into the coursework. Throughout the duration of the coursework, at times jack showed that he was uninterested and didn’t really want to get involved in discussions. He was asked, when the work was being divided up, to complete the quality assurance. For weeks, after asked, he done nothing, and only until we persistently asked him, he eventually done it. I feel he could have made more effort to attend group meetings as the rest of the group attended every meeting. When at group meetings he only occasionally got involved in discussions and at times I felt he seemed unmotivated. Overall I think jack could have made much more of an effort to help with the coursework and I feel he has much more potential than he actually showed. |

# Individual Role

During the coursework each member of our team had to take on at least two roles which would be involved in the development of the online cinema website. This is a discussion of my particular roles, responsibilities, strengths, weaknesses and personal development.

## My Role(s)

The roles which I took on during the coursework were:

* Development Team - Developer
* Product Owner

### **Developer**

#### Scope

As a developer for the system my roles was to tackle problems/scenarios from the sprint backlog, programming them and producing a solution that allowed the scenario to be ‘successful’. I worked with a diverse range of other skilled individuals who where also in the development team during the development cycle.

#### Success

Probably one of the most important roles within any software development project. If there were no developers, then there would be no product. I feel throughout the process of the Raid cinemas development my role within the development team was needed and my performance was definitely noticed. From the get go I was involved with the Product Owner getting all the information we needed to start the project and making sure he was clear on what was needed on his behalf. If I ever needed anything I was always sure to go and see the Scrum Master as soon as possible so we could iron out and get any issues fixed. My knowledge of the languages that we were programming are broad and I feel comfortable that I can fluently develop in the chosen languages, so the development was not an issue. I think my overall role as the developer was a success during this project.

#### Skills

The key personal skills which I possessed throughout the development of the system are as follows:

* The ability to work within a team environment. communicate and interact with others within a team environment.
* Think logically about a problem and understand the problem fully
* Time keeping
* Keeping Focused with a goal in mind
* Ability to visualize the finished product

Probably the most important technical skill that I possess as a developer and probably the most important for any developer t have is a broad knowledge and understanding of the langue that the system is being implemented in. For this particular project the website was being developed in HTML and CSS with backend database work and java applets.

#### What to Work On

Throughout the development of the website I feet there were some aspect of my personal and technical skills that could be improved. In terms of my personal skills, I feel I could improve on my ability to keep calm under pressure. At times during the development it became hectic and I struggled to stay calm which lead to me becoming unfocused. In the future I will work on this by taking a step back from the stressful situations, write down what needs done and what is causing the stress, and look at the bigger picture. This should allow me to stay calm and focused on my main objectives and continue to complete them without being stressed.

### **Product Owner**

Another of my allocated roles within the scrum lifecycle was the Product Owner. The Product Owner is a key role within the scrum lifecycle as his main objective is to work with the development team and maximize their performance.

#### Scope

As the Product Owner I had clear responsibilities for this role. I had to:

* create clear scenarios to add to the product backlog.
* Order the items in the product backlog to what I felt the highest priority Item would be.
* Make sure the development team is clear of the product backlog once it has been created. The product backlog should be detailed, visible and clear to see what goal has been achieved.
* Enhance the work produced by the development team, iron out any vague ideas, and motivate them to achieve maximum potential.
* Have a vision for the finished product

#### Success

The Product Owner plays a key role within any development process. I had to have a vision for the finished product, which I had. This was to enable me to create the product backlog of scenarios which I was able to do with the help from the development team. The product backlog was successfully created, fully descriptive and detailed. I was always on hand when needed by the development to answer any questions or queries. I provided all appropriate means of contact in the chance I was not on site to help them. I feel my overall performance definitely aided to the completion of the product as it turned out the way I envisioned it would in the beginning of the project.

#### Skills

To be a successful Product Owner the skills that I must have shown throughout the project are:

* The ability to visualize and describe the finished product
* The ability to create user scenarios based on how the user will interact with the system to reach a particular goal
* Good communication skills
* Adaptability – So I can change who I’m talking to and understand where they are coming form.

In terms of technical skills that I have shown through the project would only really need to be the ability to create in depth user scenarios. A Product Owner does not need much technical skills, if any, to perform my role successfully.

#### What to Work On

Although during the development of the cinema was successful, I feel I could improve on being more organized. At times I felt the work piling up as I was leaving it it to the last minute e.g. responding to emails. In the future I will keep a diary of when things need to be submitted by to make sure I can improve on my organization skills when working with any development teams in the future.

# Project Legal Issues

This section will cover a discussion of project legal issues and laws which may apply to the development of an online cinema website. This discussion will take into account laws which must be adhered to and apply to the project. It will also take into account legal issues/laws which don’t apply to the project, with a discussion about why they may not apply.

## Data Protection Act

The Data Protection Act 1998 was put into place to ensure that any personal information is used held about an individual is handled/processed fairly and in the best interest of that individual [1]. The main goal of the data protection act is to protect and individual’s data being used and abused without their consent [2].

There are 8 key principles which the data handlers must abide by:

* Data must be used fairly and lawfully
* Data must be used for limited, specifically stated purposes
* Data must be used in a way that is adequate, relevant and not excessive
* Data must be accurate
* Data must be kept for no longer than is absolutely necessary
* Data must be handled according to people’s data protection rights
* Data must be kept safe and secure
* Data must not transferred outside the [European Economic Area](https://www.gov.uk/eu-eea) without adequate protection

The data subject also has the rights to access their data at any time, get a copy of that data, prevent processing of their data, and erase any data which may be incorrect [3]. The company or organization must adhere to any of these requests by the data subject.

### Relevance to Role(s)

Software developers must be aware and comply with this act when developing new software. If they are developing software which holds personal data, this act will apply. they must ensure that the individuals data is kept safe and secure on the system, if they don’t the information could be leaked and the company will com under fire.

They must ensure that the data subject knows exactly what they are entering their data for, and must ensure that this is the only use for that data. For example, if a developer has created a form for a survey which collects information from a data subject, the form must clearly specify what the information is being used for.

### Construction of Law

Data protection act must be abided by every company holding data in the UK. The Information Commissioner's Office (ICO) are an independent group which helps regulate the act and have the power to issue and enforce notices on companies/organizations which they feel may not be abiding by the act [4]. If a companies/organizations is found in breach of The Data Protection Act 1998 the ICO can issue fines. However, before any fines can be imposed, the company/organization get time to gather information to back up why they may have reached the act [5].

### Conclusion

The Data Protection Act 1998 may be one of the most important legal issues that is involved in any job role when developing software and must always be enforced when handling personal data.

## Draft Investigatory Powers Bill

The Draft Investigatory Powers Bill states that web and phone companies must keep records of all websites visited for a twelve-month period for access by police and security services. Companies are legally obligated to cooperate with the police or security services if there is a warrant provided. Any inscription that the system has in place, the company holding the information must legally decrypt the information so it I available fro the police [6].

There have been concerns raised for this bill such as privacy and misuse of powers to name a few, however as the law is fairly new to the computer world these concerns are still being monitored.

However, the law offers extra protection for some public bodies so their information does not become readily available [6].

### Relevance to Role(s)

Owners of websites and web systems must be aware of the law incase a warrant is ever issued for he information of a customer that they have in the database. They must, by law, cooperate if a warrant is issued.

Developers of web systems, websites and phone systems must be aware of this law also. A developer must make sure that the data of customers’ websites can be held for twelve months and make sure customers are aware this is happening. Failure for a developer to do so could bring both the company he works and the company he has developed a system for into fire.

### Construction of Law

Companies are legally obligated to hold a customer’s information for 12 months. Security companies have the right to access this information when a warrant is produced and that company must help remove any inscription so they can access the information.

### Conclusion

This law is a fairly new law to the computer world and is clearly quite controversial. Every CEO and development team/ company must be aware of this law and know their rights incase a warrant for information is ever issued.

## E-commerce Regulations 2002

E-commerce regulations 2002 are a set of rule and guidelines set out for retailers that they must comply with when performing online transactions [7].

The rules and guidelines the online retailers must adhere to are as follows (whatis.techtarget.com, 2010):

* The technical steps involved in placing an order.
* The terms and conditions under which a contract is made. This information must be available to the consumer in a way that can be reproduced and stored.
* Prices must be clear and state whether tax or shipping costs are included.
* The name of the service provider, its email address (a contact form is not sufficient) and a geographic address.
* Acknowledgement of the order by electronic means and information on how to amend input errors made during the order process.
* If it is a company, the company's registration number and place of registration.
* Membership details, including registration number of any trade or professional association of which the service provider is a member.

These rules and guidelines are brought into place so customers know how to successfully perform an online transaction and amend/cancel that transaction. If the customer is unable to do this, then that could cause a breach of the law. It also gives consumers confidence when buying items.

### Relevance to Role(s)

Both a developer and product sponsor must be aware of the e-commerce regulations.

A developer must be aware as when he is developing the e-commerce website as he must implement pages such as ‘terms and conditions’ page, and instructions for the customers on how to purchase items from the website. If he does not know the regulations that should be imposed, this could result in an unhappy Product Owner and essentially an unfinished product.

The Product Owner must be aware of the e-commerce regulations as he must ensure that the regulations are adhered too. If not, he will be liable for the breach of law and will face the consequences that will come.

### Construction of Law

The e-commerce regulations 2002 does not only cover e-commerce websites. It covers covers both companies that e-commerce websites and adversities online and via email/text message. The law covers pricing of items and provides a contact with the customer [8].

### Conclusion

These regulations are put into place to provide the customer with some confidence when buying items online. These regulations should be made aware by both development teams and the product owner failure to do so could result in sanctions being imposed.

## Copyright Designs and Patents Act 1988

The Copyright Designs and Patents Act was introduced in 1988 to give content creators protection of their intellectual property and ensure the gain the gratitude for their work. The act covers all areas of intellectual property from books to smart phone applications [9].

### Relevance to Role(s)

The copyright designs and patents act applies to both a developer and the Product Owner.

The developer must ensure that any of the resources that they are gives in copyright free or the have the right to use such information/data. If the developer is using third party software for a website or a specific third party theme to style the website, he must ensure that he has the correct license for that software or theme. The license can come in different forms such as single site license, single user license, or multi user license.

The Product Owner must ensure that the information that he/she gives the development team is copyright free or they have right to use it. He also must be aware of the law to ensure when he has the product handed over to him that it is free from copyright

### Construction of Law

The act was first introduced in 1988 but had been shadowed by the Copyright Act 1956. The Copyright Designs and Patents Act is now the Copyright law for the UK. For the law to apply it must cover one of the following areas (wikipedia.org, 2016):

* literary work
* dramatic work
* musical work, artistic work
* films, sounds recordings
* broadcasts
* typographical arrangement of published editions

### Conclusion

The copyright designs and patents act plays a huge part in every aspect of the IT industry. Every member of the team developing any given system should be aware of this law and so should the stakeholders.

## Law of Confidence

The Law of Confidence states that any sensitive information which is given out to an individual, in confidence, must be kept a secret by that person and never used apart form the use it was given out for. The person who has been told the information cannot threaten an individual with this private information or the information holder is in breach of the law[11].

### Relevance to Role(s)

Both the software developer and the Product Owner must be aware of these roles because if either of them disclose sensitive information in confidence throughout the development process, both parties are responsible to hold this information and only use it for its intended purpose.

### Construction of Law

Both parties must pass the information in confidence. The information is often passed with a contract of agreement with a signature of both parties; the one with the information and the party receiving the information. Therefore, if the Law is broken, the contact agrees that the information ahs been passed ‘in confidence” that they would keep it a secret.

The Law of Confidence covers these key areas (niptech.wordpress.com, 2010):

* [Trade Secrets](https://niptech.wordpress.com/intellectual-property/intellectual-assets/technology/confidence/trade-secrers/)
* Business Secrets
* Personal Information
* Professional Information

### Conclusion

Many times within a development cycle information is being passed “in confidence” by the Product Owner so it is important that he is aware of this law and ensures that a contract of agreement, that the information will be kept a secret is in place.

# References

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