**Appendix I – Rubrics and checklist for Part 1 Milestone 3 review: Project Status and UI Review.**

**Section: 04 Team: 01 Date: 20th Apr, 2023**

**Number of students present: 7**

1. ***UI and functionality feedback (P1 functions only)***

During the meeting, students will demonstrate to run your SW from deployment server**:**

- Test 5~6 P1 features

- Show UI and usability: adherence to the feedback on UI mockup at M2, layout, flow, clarity, functionality etc.

Instructor will

- Check functionality and record issues/observe bugs

- Share comments on key UI and functional implementation

- Verify enough web pages are implemented and connected

- Verify Performance of web page

**Students must** record meeting summary (use a scribe and Appendix I as template. Keep tracks of institutor’s comments). Then the team should meet to analyze feedback, prioritize and revise and plan to implement changes accordingly**. Also, immediately after the review the team must finalize P1 set of features and focus only on those from then on.**

* **Instructor’s comments on UI/functionality for your demo (should be during the class of M3 demo)**
* Each feature should be displayed in one screen without scrolling, essential information within one screen (page) is important for the users
* Color scheme recommendation: pick at most two colors with one main color, try to maintain consistency between colors throughout our app theme
* Cannot visually see “Keep up app” title in nav bar as text is in white
* Home screen before adding notes is just an empty screen, should add an overview or key features of app to the screen so user is not wasting their time
* Advice to set consistent color scheme/styling for each screen with 1-2 themes
* Make expense tracker more organized (e.g., change $ “infinity” to 0)
* Overall, a proper “final touch” for our application is necessary
* **Your Plan for the comments**
* We plan to make all the pages consistent across each scree
* We also will add to the home screen, so it is not empty such as showing an overview or some key features of our app
* We will be fixing technical issues with integrating our breathing feature
* We plan to have the relaxer page like our expense tracker screen, so user does not have to scroll to find the necessary information about our app
* We plan to keep the navigation bar throughout app, same for each screen

1. ***List of P1 features committed for delivery– write down the items before the demo and verbally explain it during the meeting if time is allowed***

**Once you commit at M3, you can not change during the rest of the semester. You should implement by M5.**

**P1 Features of our KeepUp app:**

1. **Notepad:** Create, Update, Delete notes
2. **Expense Tracker:** Add income(s)

Add expense(s)

**Dashboard**: Show calculated totals (Income, expenditure and balance)

Plot a graph based on input income and expenses

1. **Relaxer:** Display breather

Stress relieving music

Muscle relaxation exercises

1. **User:** New user registration

Existing user login

1. ***Project status – write down the items before the demo and verbally explain it during the meeting if time is allowed***
   1. *Risks*: all actual (not hypothetical) risks (schedule, team work, technical, skills etc.) should be identified and either resolved or plans should be made to resolve them.

1. Many of us are unfamiliar or unskilled in some of the technologies utilized in this project - noticeably towards backend development.

> We have many resources to turn to such as online videos, tutorials, and fellow team

members.

2. In the development of this project, team members may struggle with implementing certain features or debugging code.

>Members should refer to the documentation or reference thoroughly and remember

That the roles assigned aren’t strictly rigid; asking other members never hurts.

>In case the issue is still not resolved, a meeting should be scheduled to help in its

resolution.

3. We all have different coding styles which may cause confusion when having to merge and integrate together into a whole application.

>All members should adhere to a certain coding style for all work conducted on this

project. Coding style documentation should be written and distributed as soon as the

coding phase begins to resolve this issue. Testing and code reviews should be conducted

to enforce this policy.

4. Frontend and backend teams may run into conflicts as two different ‘subteams’ must learn to integrate and work coherently.

>Instead of one FE and one BE team, we split up into 3 sub teams each team handling one

feature end to end.

5. Individual team members may find other members difficult to work with, leading to negative sentiments beyond the scope of this project.

>All members should keep in mind that they’re all in the same boat, so when one member

sinks, all members may sink. Knowing this, the work environment should be kept

respectable even if such sentiments arise.