Let’s Quiz

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[Note: Text enclosed in square brackets and displayed in blue italics (style=InfoBlue) is included to provide guidance to the author and should be deleted before publishing the document.]

# 1. Key milestones

|  |  |
| --- | --- |
| **Milestone** | **Date** |
| Iteration start | 29-March |
|  |  |
|  |  |
| Iteration stop | 9-April |

# 2. High-level objectives

1. Complete your assigned high level task

2. Complete your assigned low level task

# 3. Evaluation criteria

1. Complete your assigned high level task

1. Are assigned tasks submitted to version control for reviewing by assigned reviewer.

2. Complete your assigned low level task

1. Are assigned tasks submitted to version control for reviewing by assigned reviewer.

# 4. Work Item assignments

The following Work Items will be addressed in this iteration:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Work Item ID** | **Name or key words of description** | **Outcome** | **State** | **Assigned to (name)** | **Estimated Hours** | **Hours worked** | **Estimate of hours remaining** |
| 1.1 | Master Test Plan | Michelle to submit first draft to version control (1/4/18) | In progress | Michelle | 6 | 2 | 4 |
| 1.2 | Master Test Plan Review | Collin to review Michelle’s Master Test draft (3/4/18) | Not started | Collin | 1 | 0 | 1 |
| 1.3 | Proposed Architecture | Aaron to submit first draft to version control (1/4/18) | In progress | Aaron | 6 | 4 | 2 |
| 1.4 | Proposed Architecture Review | Michelle to review Aaron’s Proposed Architecture draft (3.4.18) | In progress | Michelle | 1 | 0.5 | 0.5 |
| 2.1 | Vision Document | Collin submit final draft to version control (4/4/18) | Not started | Collin | 2 | 0 | 2 |
| 2.2 | Proposed Architecture | Aaron submit final draft to version control (4/4/18) | Not started | Aaron | 2 | 0 | 2 |
| 2.3 | Technical Competency | Charnes submit final draft to version control (4/4/18) | Not started | Charnes | 2 | 0 | 2 |
| 2.4 | Initial Requirement Model | Michelle submit first draft to version control (4/3/18) | Not started | Michelle | 2 | 0 | 2 |
| 2.5 | Vision Document Review | Charnes to review Collin’s Vision draft (6/4/18) | Not started | Charnes | 1 | 0 | 1 |
| 2.6 | Technical Competency Review | Aaron to review Charnes Technical Competency draft (6/4/18) | Not started | Aaron | 1 | 0 | 1 |
| 2.7 | Initial Requirement Model Review | Collin to review Michelle’s Initial Requirement draft (6/4/18) | Not started | Collin | 1 | 0 | 1 |
| 2.8 | Proposed Architecture Review | Michelle to review Aaron’s Proposed Architecture draft (6/4/18) | Not started | Michelle | 1 | 0 | 1 |
| 2.9 | Risk List | Aaron submit final draft to version control (4/4/18) | Not started | Aaron | 2 | 0 | 2 |
| 2.10 | Project Plan | Charnes submit final draft to version control (4/4/18) | Not started | Charnes | 2 | 0 | 2 |
| 2.11 | Master Test Plan | Michelle to submit final draft to version control (4/4/18) | Not started | Michelle | 2 | 0 | 2 |
| 2.12 | Inception Phase Status | Collin submit final draft to version control (4/4/18) | Not started | Collin | 2 | 0 | 2 |
| 2,13 | Risk List Review | Michelle to review Aaron’s Risk List draft (6/4/18) | Not started | Michelle | 1 | 0 | 1 |
| 2.14 | Project Plan Review | Aaron to review Charnes Project Plan draft (6/4/18) | Not started | Aaron | 1 | 0 | 1 |
| 2.15 | Master Test Plan Review | Collin to review Michelle’s Master Test draft (6/4/18) | Not started | Collin | 1 | 0 | 1 |
| 2.16 | Inception Phase Status Review | Charnes to review Collin’s Inception Phase Status draft (6/4/18) | Not started | Charnes | 1 | 0 | 1 |
| 3.1 | Global Vision Document Review | Every team member to review Collin’s Vision draft (8/4/18) | Not started | Michelle  Aaron  Charnes | 2 | 0 | 2 |
| 3.2 | Global Technical Competency Review | Every team member to review Charnes Technical Competency draft (8/4/18) | Not started | Michelle  Aaron  Collin | 2 | 0 | 2 |
| 3.3 | Global Initial Requirement Model Review | Every team member to review Michelle’s Initial Requirement draft (8/4/18) | Not started | Aaron  Collin  Charnes | 2 | 0 | 2 |
| 3.4 | Global Proposed Architecture Review | Every team member to review Aaron’s Proposed Architecture draft (8/4/18) | Not started | Michelle  Collin  Charnes | 2 | 0 | 2 |
| 3.5 | Global Risk List | Every team member to review Aaron’s Risk List draft (8/4/18) | Not started | Michelle  Collin  Charnes | 2 | 0 | 2 |
| 3.6 | Global Project Plan | Every team member to review Charnes Project Plan draft (8/4/18) | Not started | Michelle  Aaron  Collin | 2 | 0 | 2 |
| 3.7 | Global Master Test Plan | Every team member to review Michelle’s Master Test draft (8/4/18) | Not started | Aaron  Collin  Charnes | 2 | 0 | 2 |
| 3.8 | Global Inception Phase Status | Every team member to review Collin’s Inception Phase Status draft (8/4/18) | Not started | Michelle  Aaron  Charnes | 2 | 0 | 2 |
| 4.1 | Upload links to LCOM page on wiki | Every team member to link their final draft to team wiki (8/4/18) | Not started | Michelle  Aaron  Collin  Charnes | 1 | 0 | 1 |
| 4.2 | Sign off meeting | Team meeting (9/4/18) | Not started | Michelle  Aaron  Collin  Charnes | 1 | 0 | 1 |

# 5. Issues

|  |  |  |
| --- | --- | --- |
| **Issue** | **Status** | **Notes** |
|  |  |  |

# 6. Assessment

|  |  |
| --- | --- |
| Assessment target |  |
| Assessment date |  |
| Participants |  |
| Project status |  |

## Assessment against objectives

## Work Items: Planned compared to actually completed

## Assessment against Evaluation Criteria Test results

## Other concerns and deviations