

Communication :

In this week we had two team meetings for planning the work for the week and creating further designs.

In our first meeting we discussed and created our week plan and how to move forward with the development of activity past the designing process.

We had a closer look at the designs and designed an abstract form of our algorithm.

We decided to continue designing for this week. This week we created two diagrams Data Flow Diagram and State diagram.

We divided ourselves into pairs of two to create one diagram each to enhance our communication, then we created two versions of the same diagram to verify we were on the same page with the requirements.

After creating the diagrams the team met again to discuss our designs.

We went through the designs one by one and discussed our ideas.

I made sure that everyone shared their ideas about all the designs and welcomed each other's opinion. I also ensured that all the discussions were friendly and to the point.

I continued creating the minutes of meeting to keep the discussion and outcomes of all the meetings documented.

My focus was on both verbal and written communication in the form of diagrams which ensured that our design are clear and documented. By the end of week we an abstract form of our algorithm and well discussed and fairly designed state and data flow diagrams.

Feedback :

This week we had two meetings in which we decided the flow of project and making diagrams. In the first meeting, we discussed what all needs to be done and how will it be done. Every member suggested a planning based on her tie schedule and then decided what should be done. Also, everyone gave suggestions on the order in which the tasks should be done.

In the designing part, we designed State diagram and Data Flow Diagram. The team was divided into two sub teams each of 2 members. Two of us made State diagram and the other two made data flow diagram. Each member made their own diagram and their obtained feedback for the same from the subteam member and then both of them came with a finalized diagram. Then the two teams exchanged the state and data flow diagrams, flaws were identified, corrections were made based on the feedback and then we came up with final State Diagram and Data Flow Diagram. Everyone welcomed other team members' feedbacks and thereby developed clear understanding of the subject and could make the best out of it.

See the whole :

Continuing with the last phase of designing, this week we conducted two team meetings. In the first meeting, we discussed the loopholes in the past designing process. Following this, each member discussed and suggested plans on what is to be done further. After asserting the requirements of the project activity as a whole, we decided to work in pairs to design two diagrams, state diagram and data flow diagram. Each team designed one diagram.

The second week meeting involved discussion and opinion suggestion by every team member on the diagrams created. Each pair explained their part of work to the other pair and I made sure that all the members see the project as a whole and composed one. After each member got to know the work done, we discussed and based on suggestions offered, required changes were made. We then finalised onto the final state and data flow diagrams.

On the whole, during this week, I ensured that every team member stays intact with the project done as a whole and no one missed out onto the main objective for developing this project as an activity to help others learn.