|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Tasks | Description | Priority | Due Date | Status |
| Gathering of Requirements. | Each member will come up with their own list of questions which will be combined at the end and discussed then forwarded to the client in order to gain a better understanding of the project. | Medium. | 2024/10/04  Friday | Pending. |
| Create the Code of Conduct. | Create a list of rules and regulations with the team and discuss it accordingly. | Low. | 2024/10/04  Friday | Complete. |
| Product Backlog. | A basic summery of all tasks alongside a description, status, priority, due dates and code review sessions | medium | 2024/11/22  Friday | pending |
| Use case diagram created. |  |  |  |  |
| Full use cases defined. |  |  |  |  |
| Tasks defined as user stories. |  |  |  |  |
| GitHub project for coursework set-up. | This would include creating the repository along side all the documentation, application files, setting up the dependencies, the Git ignore, creating the Workflow, Learning to Utilise Docker, Git hub issues, Actions, learning to use maven and self-contained Jars, creating the first release branch, |  | 2024/11/22  Friday | Pending. |
|  |  |  |  |  |

# Software Engineering Methods Project Backlog.

# How to utilise the Backlog.

1. Tasks

* The tasks will be noted in summery.
* Each task will be numbered incrementally.
* Tasks with higher priority may be highlighted to attract the reader’s attention.

1. Description

* The description section will include an in depth summery of what the project is.
* It may also be highlighted In certain areas to exaggerate a point.
* It may include who will be responsible for the supervision and completion of the task.

1. Priority
   * + The priorities will have a total of three tags to highlight how vital a task is for the success of the project itself.
     + High which will be red.
     + Medium which will be yellow.
     + Low which will be green.
2. Due Date
   * + The due date section will serve to highlight as well as remind team members of when each task is meant to be completed.
     + It will incorporate the system of YY/MM/DD alongside the day of the week.
3. Status
   * + The status section will mark the level of completeness the task is at it also has three tags.
     + Complete.
     + Pending.
     + Yet To Start.
4. Code review sessions
   * + Code review sessions will be highlighted in grey alongside all of their tags which includes the due dates, status and a description which will be a basic summery of tasks needed for that specific session.