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| **INFO8231 Assignment 1 Section XX Team YY**  *By signing below, I certify that I have fully complied with the INFO8230 Code of Honor.*  Student 1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Student 2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Student 3: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Student 4: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Student 5: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**INFO8231**

**Team Assignment 1**

**Task 1: ITCPA Agile Project Charter**

*< Below is a sample Agile Project Charter template. Fill out the empty spaces.>*

1. **System Objectives**

*<Read the ITCPA background information and complete the sentence fragments below.>*

* Conestoga College ACSIT requires a new information system to replace the \_\_\_\_<…>\_\_\_\_\_.
* The ITCPA project aims to \_\_\_\_<…>\_\_\_\_\_.
* The ITCPA application will be built using \_\_\_\_<…>\_\_\_\_\_.
* The new system must continue to support the following major user roles: \_\_<…>\_\_, … , and \_\_<…>\_\_.
* The new system must provide an extensive set of reports and that can be viewed and printed.

1. **Project Roles/Responsibilities**

*<Fill out the Technical Staff with your student names that belong to your INFO8230 team, and modify the positions and roles, as appropriate.>*

**Client Staff**

* **Lea Armstrong**, IT Program Coordinator: Project Sponsor, responsible for approving the project initially and then approving deliverables as the project proceeds;
* **Ted Tanner**, ACSIT Faculty Advisor: Project Contact / Domain Expert, responsible for working with the Technical Staff to manage the project on a day-to-day basis; also responsible for providing information and answering questions.

**Technical Staff**

* \_\_\_<…>\_\_\_, \_\_<Senior Software Developer>\_\_: \_\_<Scrum Master>\_\_, responsible for facilitating scrum meetings and activities; removes obstacles of the Development team members;
* \_\_\_<…>\_\_\_, \_\_<Business Analyst / QA>\_\_: \_\_<Product Owner>\_\_, responsible for prioritizing the product backlog, business analysis and software testing;
* \_\_\_<…>\_\_\_, \_\_<Senior Software Developer>\_\_: \_\_<Development Team Member>\_\_, responsible for developing the back-end services (API) of the system;
* \_\_\_<…>\_\_\_, \_\_ <Front-end Software Developer>\_\_: \_\_<Development Team Member>\_\_, responsible for developing the UI of the system.
* …

1. **Business Benefits**

*<Name at least one expected business benefit per subsystem listed below.>*

* The new **External Client Proposal** Subsystem will \_\_<…>\_\_;
* The new **Capstone Project Matching** Subsystem will \_\_ <…>\_\_;
* The new **Student Team Management** Subsystem will \_\_<…>\_\_;

1. **Requirements**

**4A. Preliminary Functional Requirements**

*<As a team, provide two user stories that support your system. Hint: The user stories must be consistent with your* ***Task 2: Proposed To-be Workflow*** *below. Adhere to the perfect technology assumption (i.e., exclude login user or backup/restore database)>*

**User Story 1: As a \_\_\_\_\_\_< … >\_\_\_\_\_ , I want \_\_\_\_\_\_< … >\_\_\_\_\_, so that \_\_\_\_\_\_< … >\_\_\_\_\_,**

* **Preliminary Acceptance Criteria: \_\_\_\_\_\_< … >\_\_\_\_\_\_\_**

**User Story 2: As a \_\_\_\_\_\_< … >\_\_\_\_\_ , I want \_\_\_\_\_\_< … >\_\_\_\_\_, so that \_\_\_\_\_\_< … >\_\_\_\_\_,**

* **Preliminary Acceptance Criteria: \_\_\_\_\_\_< … >\_\_\_\_\_\_\_**

**4B. Non-functional Requirements**

<Identify at least one (1) non-functional requirement per category listed in the table below.>

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| --- | --- |
| **Usability requirements**  <User interface, ease of use> | * <…> |
| **Reliability requirements**  <Failure rates, backup/ recovery methods> | * <…> |
| **Performance requirements**  <Response time and throughput> | * <…> |
| **Security requirements**  <Access control, encryption> | * <…> |

1. **Project Team Critical Success Factors**

*<Identify at least four (4) project critical success factors. Project critical success factors are about how the project team is managed, not about how the software will be developed. >*

* The ITCPA stakeholders are: \_\_<…>\_\_, … , and \_\_<…>\_\_.
* The Product Owner should : \_\_<…>\_\_.
* The Scrum Master should : \_\_<…>\_\_.
* Team members should : \_\_<…>\_\_.
* <…>

1. **Preliminary Technical Architecture:**

*< Study the sample technical architecture options from the CHRM reference slides. Then, use the mock case study to fill in the blanks below.>*

**The proposed technical architecture is:** \_\_\_\_\_\_\_<…>\_\_\_\_\_\_\_:

* 1. **Development environment**
* \_\_<…>\_\_
* \_\_<…>\_\_
  1. **Production Server Environment**
* \_\_<…>\_\_
* \_\_<…>\_\_
  1. **Production Client Environment**
* \_\_<…>\_\_
* \_\_<…>\_\_

**Task 2: Proposed To-be Workflow**

*<Study the Design Challenge 2016 Mock-ups (pages 4 to 7) and identify both manual and automated process steps.>*

**Business Process Name: \_\_\_\_\_\_< … >\_\_\_\_\_\_\_**

**Process Goal: \_\_\_\_\_\_< … >\_\_\_\_\_\_\_**

**Process Result: \_\_\_\_\_\_< … >\_\_\_\_\_\_\_**

**Workflow Diagram:**

<… **(UML Activity Diagram) …**>

**Appendix A: Interview questions for the stakeholders**

*< Automating an existing business process provides an opportunity to improve the current process. Prepare at least 1 close-ended question and 1 open-ended question for 2 different stakeholders.>*

**1. Stakeholder 1 Name / Position: \_\_\_\_\_\_< … >\_\_\_\_\_\_\_**

**Questions:**

* **Close-ended question: \_\_\_\_\_\_< … >\_\_\_\_\_\_\_**
* **Open-ended question: \_\_\_\_\_\_< … >\_\_\_\_\_\_\_**

**2. Stakeholder 2 Name / Position: \_\_\_\_\_\_< … >\_\_\_\_\_\_\_**

**Questions:**

* **Close-ended question: \_\_\_\_\_\_< … >\_\_\_\_\_\_\_**
* **Open-ended question: \_\_\_\_\_\_< … >\_\_\_\_\_\_\_**