

SIT384

CYBER SECURITY ANALYTICS

Learning Summary Report

JIAYU HAN

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Self-Assessment Details

The following checklists provide an overview of my self-assessment for this unit.

	Pass (D)	Credit (C)	Distinction (B)	High Distinction (A)
Self-Assessment				✓

(Tick ✓ the box with the grade you are applying for)

(Check that you have included the minimum required details. Tick these boxes and ones for higher grades as applies.)

Self-Assessment Statement

	Included
Learning Summary Report	✓
Pass tasks complete	✓

Minimum Pass Checklist

	Included
All Credit Tasks are Complete on OnTrack	✓

Minimum Credit Checklist (in addition to Pass Checklist)

	Included
Distinction tasks are Complete	✓

Minimum Distinction Checklist (in addition to Credit Checklist)

	Included
High Distinction tasks are Complete	✓

Minimum High Distinction Checklist (in addition to Distinction Checklist)

Declaration

I declare that this portfolio is my individual work. I have not copied from any other student's work or from any other source except where due acknowledgment is made explicitly in the text, nor has any part of this submission been written for me by another person.

Signature: **JIAYU HAN**

Portfolio Overview

This portfolio includes work that demonstrates that I have achieved all Unit Learning Outcomes for SIT384 – CYBER SECURITY ANALYTICS to a **HD** level.

During the whole unit, I finished all tasks including D and HD ones whose details are attached in this portfolio. Considering all the P and C tasks, they have equipped me with basic Python syntax and scripting skills needed to apply data analytical methods under a cyber security context. While doing D tasks, they are practices for analysing all different algorithms. HD tasks are aiming to enhance my understanding of different algorithms and improved my analytical skill a lot.

After finishing all tasks on OnTrack, I can identify common formats of data stored and transmitted in the context of cyber security systems and applications. I now understand and can explain principles of data analytics like classification and clustering. All tasks need to implement and test small data, which enable me with skill to process cyber security data professionally, especially HD tasks.

There were many algorithms taught in this unit, mainly supervising learning and unsupervised learning algorithms. I have researched a lot on different algorithms like SVM, DBSCAN, Agglomerative Clustering and Decision Tree. I read many blogs on research of tuning parameters, learnt their basic concepts, mathematical principles and also API documentation in Python. I now clearly how the parameters will change result after applying data. All researches I have done give me a clearer view on how to apply these algorithms, when to apply them and what kind of real-life context can be put on.

Reflection

The most important things I learnt:

The most important things I have learnt are how to use Python to do test on data on a cyber security purpose and tuning parameters to find the best model to address my real-life problems. I have learnt so many algorithms and put them into use in practice. After research on these algorithms and practice by using Python, I now know how to apply them into real-life problems.

The things that helped me most were:

- Read essays: having search many essays on tuning parameters to find the best model for problems, this act like “literature review” on the experience from others, which helped me to find solution more quickly.
- API documentation of algorithms: it is critical to know clearly how these algorithms implemented in Python for acknowledging their principles.
- Practicals: the tutor has demonstrated basic usage of these algorithms and Python scripting. It helped me to gain experience in implementing data analytics methods.

I found the following topics particularly challenging:

Finding the best model is absolutely the most challenging and essential thing for every data analytics problem. It was not so easy if there are more than one critical parameter of an algorithm like SVM and DBSCAN. During my experience, it is a trade-off decision to find the best parameter for your problem.

I feel I learnt these topics, concepts, and/or tools really well:

- MicrosoftTeam: in terms of practicals, I found online courses videos are really helpful to do demo as I can review them multiple times.
- Documentation: in HD tasks, I have documented my research and experiment very clearly in a professional way.
- I have a deep understanding of supervised learning and unsupervised learning after finishing my HD tasks.

I still need to work on the following areas:

Although I have done many researches on algorithms themselves. I have mainly focused on the scripting aspect of them; therefore, I still have little understanding on their mathematical principles and natures.

This unit will help me in the future:

This unit have equipped me with basic Python syntax and scripting skills needed to apply data analytical methods under a cyber security context. In cyber security systems and applications, I can identify common formats of data stored and transmitted. I can apply and explain principles of data analytics which helps to understand basic cyber security system.

If I did this unit again I would do the following things differently:

I would try to research more on mathematical backgrounds of these concepts and how they can be use in cyber security context in real life.

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TEAM PROJECT (B) - EXECUTION AND DELIVERY

JIAYU HAN

Portfolio Submission

Submitted By:
Jiayu HAN
hanjia

Tutor:
Muneera BANO

June 4, 2020



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2 Overall Task Status

Task	Status	Times Assessed
Grading Agreement	Ready to Mark	0
Iteration 0 - Squad Demo - Weeks 1-3	Complete	1
Iteration 0 - Individual Retrospective - Weeks 1-3	Complete	1
Iteration 1 - Squad Demo - Weeks 4-6	Complete	1
Iteration 1 - Individual Retrospective - Weeks 4-6	Complete	2
Iteration 2 - Squad Demo - Weeks 7-9	Complete	1
Iteration 2 - Individual Retrospective - Weeks 7-9	Complete	1
Showcase and presentation	Ready to Mark	0
Learning Summary Report	Ready to Mark	0

3 Learning Outcomes

3.1 Design Thinking

Devise strategies to analyse contextual business parameters to design and deliver IT solutions using agile or lean project management methodologies, tools, and practices.

Task	Rating	Status	Times Assessed
Iteration 0 - Squad Demo - Weeks 1-3	◆◆◆◆◆	Complete	1
Iteration 1 - Individual Retrospective - Weeks 4-6	◆◆◆◆◆	Complete	2
Iteration 2 - Squad Demo - Weeks 7-9	◆◆◆◆◆	Complete	1
Iteration 2 - Individual Retrospective - Weeks 7-9	◆◆◆◆◆	Complete	1
Showcase and presentation	◆◆◆◆◆	Ready to Mark	0

3.2 Effective Communication

Use interpersonal and communication skills to manage expectations, prioritise efforts, and resolve both technical and non-technical issues in a collaborative and consultative manner with the project team and stakeholders.

Task	Rating	Status	Times Assessed
Grading Agreement	◆◆◆◆◆	Ready to Mark	0
Iteration 0 - Squad Demo - Weeks 1-3	◆◆◆◆◆	Complete	1
Iteration 0 - Individual Retrospective - Weeks 1-3	◆◆◆◆◆	Complete	1
Iteration 1 - Squad Demo - Weeks 4-6	◆◆◆◆◆	Complete	1
Iteration 1 - Individual Retrospective - Weeks 4-6	◆◆◆◆◆	Complete	2
Iteration 2 - Individual Retrospective - Weeks 7-9	◆◆◆◆◆	Complete	1
Showcase and presentation	◆◆◆◆◆	Ready to Mark	0
Learning Summary Report	◆◆◆◆◆	Ready to Mark	0

3.3 Empirical Thinking

Advocate technical and non-technical strategies, approaches and solutions using evidence for informed professional decision making.

Task	Rating	Status	Times Assessed
Iteration 0 - Squad Demo - Weeks 1-3	◆◆◆◆◆	Complete	1

4 Grading Agreement

Indicate your understanding of the grading for the unit.

Outcome	Weight
Effective Communication	◆◆◆◆

Date	Author	Comment
2020/03/16 10:36	Jiayu Han	Ready to Mark

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TEAM PROJECT (B) - EXECUTION AND DELIVERY

ONTRACK SUBMISSION

Grading Agreement

Submitted By:

Jiayu HAN

hanjia

2020/03/16 10:36

Tutor:

Muneera BANO

Outcome	Weight
Effective Communication	◆◆◆◆◆

March 16, 2020



SIT378 Grade Agreement – T1, 2020

I, *Jiayu Han*, 219081116, from the *Bachelor of Information Technology* degree program, confirm that I have read and understood how this unit works. Additionally, I also understand the conditions that I need to satisfy to achieve my target grade.

Furthermore, I understand my grade is individual, and that I am responsible for ensuring I provide evidence of my engagement in the project to satisfy each of the assessment criteria for the unit.

Contribute personally to the project

I believe that I can contribute the following to the project team:

- *Manage documents including code on Github and files in MicrosoftTeam*
- *Cooperate with team smoothly to improve work efficiency*
- *Communicate with teammates properly to organize project*
- *Improve the UI/UX design and implementation by javascript, html...*
- *C# back-end coding*

Through engagement with the project I aim to develop the following skills/knowledge:

- *Self-management and problem-solving skill*
- *Working and learning from others through teamwork*
- *Use technologies and professional tools to find, use and disseminate information*
- *Discipline-specific knowledge and capabilities on coding a whole project*
- *Working in agile through practice*
- *Improve programming skills related to web app*

Engage actively with my team to design and deliver the project

I have read the assessment criteria and understand that I will need to engage with my squad and project throughout the Trimester.

Collect evidence to demonstrate achievement of course and unit learning outcomes

I understand that I need to ensure contribution I make can be evidenced, and that I will need to demonstrate how I have achieved course and unit learning outcomes.

Signed: *Jiayu Han*

Print Name: Jiayu Han
Student ID: 219081116
Date: 13/3/2020

5 Iteration 0 - Squad Demo - Weeks 1-3

Summarise the team achievements for the iteration, and the way forward

Outcome	Weight
Design Thinking	◆◆◆◆◆

Iteration 0 is about getting ready for the whole project development. We have done a good job in iteration 0. We had a good respectation of iteration 0. This squad demo is a good align with the ULOs.

Outcome	Weight
Effective Communication	◆◆◆◆◆

Iteration 0 is about getting ready for the whole project development. We have done a good job in iteration 0. We had a good respectation of iteration 0. This squad demo is a good align with the ULOs.

Outcome	Weight
Empirical Thinking	◆◆◆◆◆

Iteration 0 is about getting ready for the whole project development. We have done a good job in iteration 0. We had a good respectation of iteration 0. This squad demo is a good align with the ULOs.

Date	Author	Comment
2020/04/01 16:47	Jiayu Han	Ready to Mark
2020/04/01 16:47	Jiayu Han	Ready to Mark
2020/04/01 16:47	Jiayu Han	Ready to Mark
2020/04/01 16:47	Jiayu Han	Ready to Mark
2020/04/01 16:47	Jiayu Han	Ready to Mark
2020/04/01 16:47	Jiayu Han	Ready to Mark
2020/04/01 16:47	Jiayu Han	Ready to Mark
2020/04/01 16:52	Jiayu Han	Hi Jesse, I have re-submitted the demo slides. Please check.
2020/04/03 12:08	Jiayu Han	Ready to Mark
2020/04/03 12:08	Jiayu Han	Ready to Mark
2020/04/03 12:08	Jiayu Han	Ready to Mark
2020/04/03 12:08	Jiayu Han	Ready to Mark
2020/04/03 12:08	Jiayu Han	Ready to Mark
2020/04/03 12:08	Jiayu Han	Ready to Mark
2020/04/03 12:08	Jiayu Han	Ready to Mark
2020/04/09 16:43	Chetan Arora	https://deakin365-my.sharepoint.com/:t/g/personal/chetan_arora

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TEAM PROJECT (B) - EXECUTION AND DELIVERY

ONTRACK SUBMISSION

Iteration 0 - Squad Demo - Weeks 1-3

Submitted By:

Jiayu HAN
hanjia

Tutor:

Jesse MCMEIKAN

Group Members:

hanjia	Jiayu	HAN	
ajind	-	AJINDER KAUR	
aruth	Alex	RUTH	
lantia	Tianqi	LAN	
hmzeng	Hong Ming	ZENG	
mehtak	Kashish	MEHTA	
psthapit	Pratistha	STHAPIT	

Outcome	Weight
Design Thinking	
Effective Communication	
Empirical Thinking	

Iteration 0 is about getting ready for the whole project development. We have done a good job in iteration 0. We had a good respectation of iteration 0. This squad demo is a good align with the ULOs.

April 3, 2020



Arabic Learner App Sqd 1

WebMo Co.



Squad Demo

Members

From T3 2019

- Alex Ruth
- Pratistha Sthapit

From T2 2019

- Ajinder Kaur
- Hongming Zeng
- Jiayu Han (Helen)
- Kashish Mehta
- Tianqi Lan



Contents

- 1. Previously (T3 2019)
- 2. Retrospection of iteration 0
- 3. Plan (whole project & iteration 1)
- 4. Questions

1. Previously

Done in T3 2019

- UI/UX Design and Style Guide
- SQL Database Design
- SQL Database Build
- Questions stored in DB
- Pull questions from DB
- Next question button
- Randomize questions
- Language Selector
- Save language preference

1. Previously

Planned work from T3

- Full UI build (both desktop and mobile)
- Feedback & Practice modes
- Quiz Validation
- Save quiz progress
- Align Arabic text to right
- Translations
- User accounts
- Paid subscription model
- Permanent hosting options
- Additional languages
- Offline quiz

2. Retrospective

In iteration 0, we...

- Read and discuss T3 handover documents
- Have a general plan for the project
- Allocate everyone`s task in iteration 0
- Meet with client and clarify all features we need
- Start implementing functionalities and UI building
(2 quiz modes, quiz validation, save quiz progress)

2. Retrospective

In iteration 0, we...

- Test all source code and demo
- Make detailed plan for iteration 1
- Assigned roles to each member
- Set up our Trello board and manage the project using Trello
<https://trello.com/b/SVTrW0CM/arabic-learner-driver-app-disba>

2. Retrospective

Arabic Learner Driver App (DISBA) ☆ DISBA Squad1 Free Public AK AR CA H +9 Invite Butler

Backlog

Mobile Version Desktop Version

Full UI build

Quiz validation

Feedback mood & Practice mood

Save Quiz progress

Functionality

Offline Access to quiz

Arabic Translation

Be mobile friendly

+ Add another card

Sprint Backlog

Desktop Version

Full UI build

Feedback mood & Practice mood

Quiz validation

Save Quiz progress

Arabic Translation

Payment functionality research

Video to pitch final product

+ Add another card

In Progress

Desktop Version

Home Page, About Page, Contact Us Page finalised

0/3

AK M

Desktop Version

Practice mood and Feedback mood UI build

AK H M P

✓

Desktop Version

Menu Bar coding

2/2

P

Feedback mood & Practice mood

AR TL

Align Arabic from right to left

AK P

+ Add another card

31.3.2020 sprint 0 - Complete

Regression Functionality

Database build and connect

AR

Regression Functionality

Arabic Translation

AR

Verified on staging

Quiz validation

AR

Basic UI build

AK M P

+ Add another card

sprint 1 - plan

Desktop Version

Full UI build

AK M P

Desktop Version

Two modes finalise

AR

Align Arabic from right to left

AK M P

Functionality

login feature

AR TL

+ Add another card

2. Retrospective

How activities contribute to progress

- Split into 2 squads – solve the time conflict problem, everything else can move on
- T3 documents transfer & reading – everyone gets familiar with the project and prepared for an efficient studio meeting
- Studio & discussion – plans for iteration 1 and the whole project, everyone gets a task to do, talk with coach and mentor
- Start working on codes – get ready for iteration 1
- Create Trello board – prepare for project management

2. Retrospective

Individual contribution

Squad organizing, back-end support: Helen

Documents transfer: Alex

Studio & discussion: All

Desktop UI & pages: Ajinder, Pratistha, Kashish, Ming

Functionalities (start): Alex, Helen, Tianqi Lan

Demo slides: Tianqi Lan

2. Retrospective

Issues

- Hard to find a common studio time for a big squad of 12
- Squad mates can't have face-to-face cooperation
- Squad mates have different levels of skills
- Everything online. Need to improve efficiency

3. Plan

Plan for iteration 1

Roles of individuals

- Back-end developer: Alex
- Front-end developer: Ajinder, Kashish, Pratistha
- Teamleader : Helen
- Back-end support & documentation: Helen, Tianqi Lan
- Code support, Meeting minutes: Ming

3. Plan

Plan for iteration 1

Desktop version

- Finalize front-end implementation
- 2 modes of quiz finished
- Connect back-end with front-end and ensure it works properly

3. Detailed Plan

Iteration-1 Planned Tasks	Member	Due	Completed
DOCUMENTATION OR RESARCH			
Email Parry for all Arabic	Helen	07-Apr-20	
Meeting Minutes 1	Ming	02-Apr-20	
Meeting Minutes 2	Ming	09-Apr-20	
Meeting Minutes 3	Ming	16-Apr-20	
FRONT-END			
About Page	Ajinder, Kashish	04-Apr-20	
Contact Us page	Ajinder, Kashish	04-Apr-20	
Home Page	Ajinder, Kashish	04-Apr-20	
Menu Bar	Pratistha	07-Apr-20	Y
Practice Page with two choices(two modes icons)	Ajinder	07-Apr-20	
Remove all LessonPage	Ajinder, Kashish	07-Apr-20	
replace all template.html (without lesson page &	Ajinder, Kashish, Pratistha	14-Apr-20	
Add Arabic for all pages	Ajinder, Pratistha	14-Apr-20	
Hand in front-end to Alex	Aj, Kashish, Pratistha	14-Apr-20	
BACK-END			
update the database for tests(with pictures)	Alex, Helen	16-Apr-20	
Quiz validation	Helen, Alex, Tianqi	16-Apr-20	
Save quiz progress	Helen, Alex, Tianqi	16-Apr-20	
regression testing for Practice Tests	Helen, Alex, Tianqi	17-Apr-20	

4. Q&A



Thank you for watching!



6 Iteration 0 - Individual Retrospective - Weeks 1-3

How did "you" go in iteration 1, what did you achieve?

Outcome	Weight
Effective Communication	◆◆◆◆◆

documentation of previous activities

Date	Author	Comment
2020/03/25 20:10	Jiayu Han	Ready to Mark
2020/04/22 15:17	Chetan Arora	Well done Helen on managing your squad so far. Your leadership skills are commendable, however, it would also good to see other members taking active roles. Encourage them to be more active. - You were asked to specifically address each rubric criterion with substantial evidence, please bear that in mind for next rounds
2020/04/22 15:17	Chetan Arora	Complete

DEAKIN UNIVERSITY

TEAM PROJECT (B) - EXECUTION AND DELIVERY

ONTRACK SUBMISSION

Iteration 0 - Individual Retrospective - Weeks 1-3

Submitted By:

Jiayu HAN

hanjia

2020/03/25 20:10

Tutor:

Jesse MCMEIKAN

Outcome	Weight
Effective Communication	◆◆◆◆

documentation of previous activities

March 25, 2020



SIT378 – Project Delivery

Individual Pass Task 3.2

Iteration 0 - Individual Retrospective (Week 1-3)

Retrospective Report

1. Introduction

Due to the COVID-19 we have not implemented our project for enough hours but we have planned and discussed the whole implementation process and coded some websites during iteration 0. In future iterations we will make full use of MicrosoftTeam for discussion and cooperation. My role is team leader and back-end develop support. I will divide my task into 2-hour work each day and do enough research as well as management work for our project implementation.

2. Retrospective activities

◆ Activities and hours spent:

A worklog including hours spent and artefacts is included (Appendix 1). I have only spent 13 hours which is much less than 25 hours. Therefore, in future iterations I will make up these hours by keep working on a 3-hour daily basis. I will connect with others on team every day, research about what I need and support back-end development which has connection with database. If needed, I will help front-end developers to connect front-end with back-end.

◆ My role in team and what I did for team:

I'm the team leader and back-end support of the team.

During Iteration-0, I have:

- Reviewed and discussed about handover documents with teammates
- Summarized what were implemented and what need to be achieved
- Planned for iterations
- Tested all source code from T3
- Researched on VicRoad
- Researched on javascript about web app
- Researched about database for back-end development
- Created Trello board for iteration-0
- Arrangement of documents on MicrosoftTeam
- Documented each member's task and role
- Checked the template.html file

These activities have shown that I worked as a team leader and proceed the process of implementation by management of iterations on trello and MicrosoftTeam. I arranged trello, files on MsTeam and documented roles for different members. I reviewed all handover documents, confirming all features we need to achieve this trimester. After studio session, I provided my idea on the plan of project iterations – what we should achieve in different sprints. As a back-end support, I tested source code and researched coding technique about the database, javascript to help the back-end. Moreover, I also researched VicRoads for our project to ensure it is on the right track.

◆ Technical contributions

- Adjust the html files for front-end development
- Research about database and build the database by my own
- Research for javascript to fulfil the features of front-end
- Build database on my laptop and connect to the web server

- Fulfil javascript of some .html pages

◆ Planned work for next iteration

My individual planned task for iteration-1 are:

- Arrange all source code and documents on MsTeam
- Keep updating trello with teammates
- Adjust plan for iterations along with our process
- Connect the finalised front-end with back-end database
- Implementation of two modes of Practice functionality
- Keep doing research on coding technique or project procedures

3. Self-assess and plan to achieve the goal

My self-assess grades are all HD and plans are in comments of table (See Appendix 2)

4. Summary and plan

Due to unforeseen situation, we have not worked on our project for enough time. After studio sessions, we reviewed handover documents, discussed and planned about what features we need to perfect or implement. During iteration-0 we coded and checked front-end and finish some javascript for web pages. The database was simply set and works well on testing.

Fortunately, there were some features that were already implemented in last trimester. Still, we compress our work to iteration 1 and try to fulfil and perfect the all basic features in next iteration. This web app requires to be mobile friendly. During iteration-1 we will focus on the desktop appearance and functionality while in iteration-2 we will start to implement the mobile version of our app.

5. Appendices

Appendix 1. Link to Worklog

https://deakin365-my.sharepoint.com/:x/g/personal/hanjia_deakin_edu_au/Ec7Jco5Lh0hNguPE_aBBGMwBa7JmZuSic50cOI1ZWZCgsQ?e=UKtkK2

Appendix 2. Rubric table with expected grades and detailed comments

	Criteria	Fail	Pass	Credit	Distinction	High Distinction	Comments(plan to achieve)
		<i>"could not care less"</i>	<i>"can do allocated work with guidance"</i>	<i>"performs their role in the project"</i>	<i>"can see themselves in the team and assist others"</i>	<i>"can demonstrate excellence"</i>	
		<i>meet all criteria</i>	<i>meet all criteria</i>	<i>meet all criteria</i>	<i>meet all criteria</i>	<i>meet one criteria</i>	
Basic	Professional Behaviour	Fails to conduct self in a professional and respectful manner, based on issues raised to supervisors by project stakeholders and/or other students	Conducts self in a professional and respectful manner throughout the duration of the project	Conducts self in a professional and respectful manner throughout the duration of the project	Conducts self in a professional and respectful manner throughout the duration of the project		Behave myself and communicate with teammates in a proper language and manners.
		Willingly blocks or impedes the project team's progress	Blocks or impedes the project team's progress due to negligence no more than once through the project duration	Helps progress project tasks and collaborates with others to ensure work undertaken does not impede others	Helps progress project tasks and collaborates with others to ensure work undertaken does not impede others		Be a helpful support for teammates. Whenever there's a problem, always be ready to research and help others on that task.
	Accountability (Worklogs)	Demonstrates less than 100 hours of project work during the teaching period (max. 30 hours of upskilling on core technologies) or not supervisor approval for less hours	Demonstrates at least 100 hours of project work during the teaching period unless has supervisor approval for less hours (max. 30 hours of upskilling on core technologies)	Demonstrates at least 120 hours of project work during the teaching period unless has supervisor approval for less hours (max. 30 hours of upskilling on core technologies)	Demonstrates at least 120 hours of project work during the teaching period unless has supervisor approval for less hours (max. 30 hours of upskilling on core technologies)		keep worklog to record working hours, reflection and artefacts.
	Attendance	Fails to attend at least 75% of all scheduled meetings (supervisor, team) in a timely fashion without supervisor approval	Attends >75% of all scheduled meetings (supervisor, team) in a timely fashion, or has supervisor approval not to attend	Attends >90% of all scheduled meetings (supervisor, team) in a timely fashion, or has supervisor approval not to attend	Attends >90% of all scheduled meetings (supervisor, team) in a timely fashion, or has supervisor approval not to attend		Attend all studio sessions and meetings online or offline.
	Engagement	Often fails to participate in team activities, shows little to no commitment to the project, or is unable to demonstrate or discuss progress made	Participates in team activities and is able to discuss individual work completed and its status	Actively involved in team activities, demonstrates commitment to the project, and is able to discuss how work completed fits into the project	Actively involved in team activities, demonstrates commitment to the project, and contributes to planning future activities		Participate actively into discussion and share my ideas. Finish individual task on time and contribute to team on planning during discussion.
Core	Communication	Regularly fail to respond to queries in a timely manner in accordance with team agreements; Use of inappropriate tools and/or language in communication	Respond to queries in a timely manner in accordance with team agreements; Use appropriate tools and language in communication	Demonstrate evidence of discussing project-relevant information with project stakeholders	Demonstrate evidence of successfully communicating key project-relevant information to external audiences	Outstanding engagement with key project stakeholders in order to clarify current project deliverables and/or direction	Communicate with manager of project and mentor accurately and efficiently. Understand requirements and feedback of how we proceed and achieve our project.
	Teamwork	Fails to accept tasks by either the team or the supervisor and/or copies other students work	Accepts and completes allocated work within the given timeframe, but does not show initiative	Plans and takes ownership of activities contributing to project progress	Plans and actively works to support other team members to achieve completion of project tasks	Outstanding support of other students in achieving their personal and project goals	Be a helpful and mindful teammate. Provide feedback on teammates' task and help them in need.
	Process	Fails to demonstrate the ability to follow the process (i) documented by the team and (ii) required by the Unit (as outlined in the Unit Guide)	Demonstrates the ability to follow the process (i) documented by the team and (ii) required by the Unit (as outlined in the Unit Guide)	Demonstrates ability to accurately and effectively follow the process (i) documented by the team and (ii) required by the Unit (as outlined in the Unit Guide)	Demonstrates ability to effectively follow team processes; contribution to the definition and/or ongoing improvement of processes		Follows iteration plan and finish individual task on time. Worklog includes all the requirements in unit guide. Provide feedback on our current result to adjust it.
	Product	Fails to contribute towards any project deliverables (as given in the team's agreed project scope)	Contributes towards some project deliverables (as given in the team's agreed project scope)	Significant contribution towards several project deliverables (as agreed in the team's project scope) throughout the project	Consistent and significant contribution towards multiple project deliverables (as agreed in the team's project scope)	Exceptional, sustained contributions to the project (process or deliverables) or support for other squad(s)	As a back-end support, do enough research and build everything needed for back end development. Can adjust and improve the front-end by coding html with front-end developers.
		Quality of delivered work is below an acceptable standard	Quality of work delivered is at an acceptable standard	Quality of work delivered is consistently a high standard	Quality of work delivered is consistently of industry standard	Quality of work is consistently at a very high to exceptional standard	Do enough test on my own tasks and ensure it is effective on all platforms or devices.
	IT Skills	Fails to demonstrate adequate IT knowledge or skills relevant to their discipline	Demonstrates IT knowledge and skills relevant to their discipline at a basic level	Demonstrates proficiency with IT relevant to their discipline and degree course	Demonstrates proficiency with IT relevant to their discipline and degree course	Demonstrates outstanding skills and/or knowledge of IT relevant to their discipline and degree course	Research on IT technique relating to our project. Make full use of them on project delivery and write reflection for my research.
Advanced	Self-Awareness	Fails to demonstrate awareness of personal characteristics	Identifies personal strengths and weaknesses	Identifies how personal strengths/weaknesses impact on project outcomes	Identifies ways to use strengths and address/improve on weaknesses to improve project outcomes	Identifies self and others strengths and weaknesses and plans/behaves in ways that improve project outcomes	Ask for advice and feedback from teammates to identify my own strength and weakness. Improves myself and help others with weakness I'm good at to proceed the project.
	Project Management	Fails to demonstrates knowledge and basic application of core project management activities relevant to their discipline	Demonstrates knowledge and basic application of core project management activities relevant to their discipline	Can organize a small group of team members to successfully complete a project-relevant activity	Active participation in project scoping; prioritizing, planning, delegating and executing identified activities	Outstanding and sustained initiative in project scoping; prioritizing, planning, delegating, executing and monitoring activities	Planning on project iterations. Manage trello according to plans and arrange files or source code on MsTeam. Check the working process with teammates regularly. Delegate any information or notice on time.
	Mentoring	Fails to evidence any mentoring activities	Provide basic guidance to other students in the project in at least one aspect relevant to the project	Can show evidence of mentoring of other team members an area relevant to the project	Demonstrates evidence that mentoring activities lead to improved project outcomes for other team members	Demonstrates evidence that mentoring activities lead to other team members becoming successful mentors	Help squad2 when they are needed. Mentor activities some members not knowing. Be helpful to teammates.

7 Iteration 1 - Squad Demo - Weeks 4-6

Summarise the team achievements for the iteration, and the way forward

Outcome	Weight
Effective Communication	◆◆◆◆◆

summarize sprint1 and planning for next sprint

Date	Author	Comment
2020/04/24 12:45	Jiayu Han	Ready to Mark
2020/04/24 12:45	Jiayu Han	Ready to Mark
2020/04/24 12:45	Jiayu Han	Ready to Mark
2020/04/24 12:45	Jiayu Han	Ready to Mark
2020/04/24 12:45	Jiayu Han	Ready to Mark
2020/04/24 12:45	Jiayu Han	Ready to Mark
2020/04/24 12:45	Jiayu Han	Ready to Mark
2020/04/28 22:43	Chetan Arora	Typos in the presentation, missing slide numbers;The work progress is not substantial, given the team size;UX/UI team has many students but the outputs don't match the resources invested;It would be better to have two-three teams for Android, Ios and web-app;Only a few students respond to relevant questions;No strategy for mentoring juniors;There's a lot of potential in the team, but they fall short in initiation and proactiveness.Grade discussion - Unanimous 'Credit'
2020/04/28 22:43	Chetan Arora	Complete

DEAKIN UNIVERSITY

TEAM PROJECT (B) - EXECUTION AND DELIVERY

ONTRACK SUBMISSION

Iteration 1 - Squad Demo - Weeks 4-6

Submitted By:

Jiayu HAN
hanjia

Tutor:

Chetan ARORA

Group Members:

hanjia	Jiayu	HAN	👤👤👤👤
ajind	-	AJINDER KAUR	👤👤👤👤
aruth	Alex	RUTH	👤👤👤👤
hmzeng	Hong Ming	ZENG	👤👤
mehtak	Kashish	MEHTA	👤👤
psthapit	Pratistha	STHAPIT	👤👤👤👤
lantia	Tianqi	LAN	👤👤👤

Outcome	Weight
Effective Communication	◆◆◆◆◆

summarize sprint1 and planning for next sprint

April 24, 2020





WebMo Co. – UG Arabic Learner App Squad 1

Squad List (Seniors):

Helen Han, Alex Ruth, Pratistha Sthapit, Ajinder Kaur, kashish Mehta, Tianqi Lan, Hongming Zeng

Squad List (Juniors):

Michael Watts, Imtiaz Ahmad, Huy Hoang Phi, Thihan Wijekulasuriya, Rachin Prashar, Sakshi Agrawal

Project Overview

- Whittlesea Community Connections helping Syrian Refugees to get their licenses
- Translation for Arabic on VicRoads in different (Iraqi Version)
- Build an authentic Syrian Arabic translation driver learning website and app
- Mobile friendly web-app and then branched out for offline mode on mobile platforms (Android and IOS) app.
- Provide best & professional service in a constructive learning manner.

Max Time Limit: 1 minute



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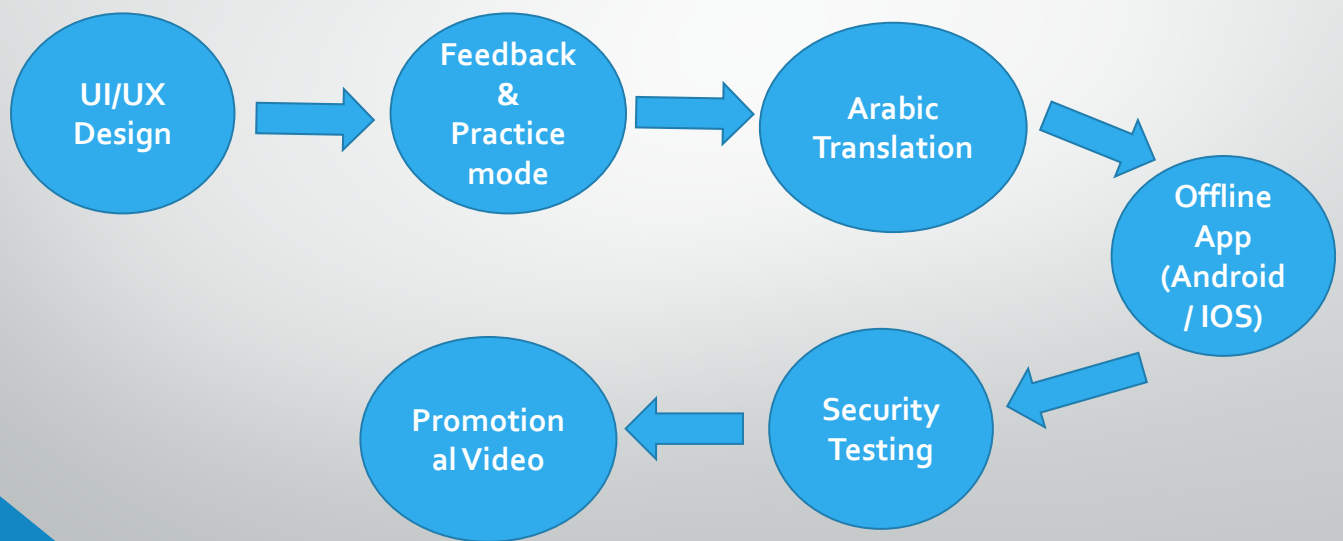
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Deliverables of the Overall Project



Max Time Limit: 2 minutes



PRODUCT BACKLOG

- Full UI Build
- Quiz Validation
- Feedback mode and Practice mode
- Save Quiz progress
- Arabic Translation
- Be mobile friendly

Deliverables of the Overall Project

Deliverable	Techniques, method, software	Students responsible
UI design	HTML/CSS, JavaScript	Alex Ruth Helen Han Tianqi Lan Ajinder Kaur Hong ming Pratistha Sthapit Kashish Mehta
Feedback & Practice mode	PHP, SQL, HTML/CSS, JavaScript	Alex Ruth, Helen Han(support)
Offline App	Android/IOS Native development, demonstration	Pratistha Sthapit Huy Hoang Phi Rachin Prashar
Sourcing Arabic translations	Retrieving complete translations from client	Helen Han
Implementing Arabic translations	Implementation of authentic Arabic translations	Helen Han Pratistha Sthapit
Website Vulnerabilities / Security Testing	Nikto – A software from GitHub, that tests a websites vulnerabilities..	Ajinder Kaur Imtiaz Ahmad Thihan Wijekulasuriya
Promotion Video	Demo recording	Thihan Wijekulasuriya

Deliverables of this iteration

- Full UI/UX designed for all pages
- Mobile Friendly web-page
- Arabic Translation to all pages with cookies
- Feedback mode, Practice mode up and running
- All Files up to date at Bitbucket servers
- Lesson page removed from navigation bar as client requirement

Max Time Limit: 1 minute

Deliverables of this iteration (Continued..)

- Changed "Submit" to 3 buttons: "Next Question", "Submit" and "Restart quiz".
- Add Tick/Cross for right/wrong answer options to assist with colour-blind users.
- Saving quiz progress, Validation & show a final report for the test results
- Restart the quiz again by clicking "Retry" once see the results
- Mentoring juniors students when needed

Max Time Limit: 1 minute

Live Demonstration

On THIS SLIDE Person have to show website live demonstration while making demonstration make sure answer these question below (may be save these question)

- Use the slide to show / discuss:
 - How and who achieved the task
 - How this feature/task contribute to the overall project
 - Live demonstration or a video (preferred)
 - Challenges you faced and how you overcame them
 - Demonstrate or otherwise show the feature in operation

Max Time Limit: 8 minutes
(for all the demo slides)



Reflection



What Worked	What did not work
✓ Members are getting used to online mode of study checking Ms- Team regularly	❖ Members did not reply in time so the progress of project was slow.
✓ Some members are very active and shared their report on the research they have done.	❖ Java script and Php language was another problem identified to slow the project
✓ Members provided feedback in time on others' tasks to progress the project.	❖ Did not finish two modes as planned in sprint 0. Only finished feedback mode. Practice mode is planned to next iteration
✓ Back-end development was improved in time. Back-end developers communicated frequently and discussed solution for progression.	❖ The individual task distribution file was not updated even members finished their tasks.
✓ Really helped the feedback received from panellist to reflect and progress in right direction	❖ Some members did not contribute team enough. Most tasks were done by specific people. ❖ Some members did not speak and respond to posts online.



Action Plan to make Things work

- Frequently ask feedback and post online to communicate within team in time.
- Inform members updating the task distribution file and BitBucket to progress the project regularly.
- Create project awareness and involvement by allowing everybody to present in front of panel meetings.

Team Contribution

Team Member	Major Contribution(s)	Hours Recorded
Alex Ruth	Development of feedback mode & practice mode functionality. Database management. Initial dev of translation logic, cookies & other behaviour.	57
Jiayu Han(Helen)	Add some modules in feedback mode. Arabic translation for navigation bar of all pages. Direct client communication for sourcing Arabic. Documentation and management of trello board and individual tasks	57
Michael Watts	Updated feedback_mode.php to work for newer versions of PHP, cloned project and set it up to run locally for the demonstration, & researched possible payment methods.	34.8
Sakshi Agrawal	The Mapping of the deliverables of the overall Project, explaining the techniques and the software used in the delivery, the product backlog, designing table, each student's role.	42
Thihan Wijekulasuriya	Completed the 'Plan for the next iteration' slide, Researched different ways in which we can secure payments, Researched various software's that can be used to test the vulnerabilities of our website.	29.6
Tianqi Lan	Test and debug web pages. Find some issues and fix them. Clone and pull projects. Update and push codes. Help and learn from squad mates about the web app implement and hosting.	55
Pratistha Sthapit	Development of About, Contact Us, Lessons page, Practice page. Created responsive top menu navigation, made all pages responsive. Created button images using Sketch.io for the lessons page and practice page(web and android) Added Arabic translation and cookies to Home, About and practice page . Created Andoid app and added SplashScreen, Home Page, Contact Us and About Us pages.	58.5
Imtiaz Ahmad	Test website & mobile web provide feedbacks, payment Research, creating payment research slides, create backup for local host for website, 80% slides completion for panel presentation, Helping fellow students with reminder of the tasks, worklogs and schedule class zoom links if they can't find ,learn video making & HTML basics, recording meetings in Team, add Summary tab in worklog to calculate hours	60.75
Huy Hoang Phi	Provide demonstration of native mobile apps, write technical documentation for legacy code, attend scheduled class, get mentored by senior students, work on ontrack tasks and upskill myself	40
Rachin Prashar	Development of an offline application for mobiles with Arabic Translation.	33.3
Ajinder kaur	Working as Front-end development, responsible for developing the home page, About us page and contact us page. Adding the Javascript in those pages and translating the contact-us and About us into the Arabic language by adding the cookies concept.	57.5
Kashish Mehta	Responsible for making the front-end pages, such as home page, contact us and about us page, in which I create four more pages, and then linking the pages with each other. Moreover, working on Arabic translation of contact-us page.	55
Ming Zeng	Do some documentation work and put files into the team folder. Write meeting minutes to remind everyone of each meeting agenda and our recent goals.	25

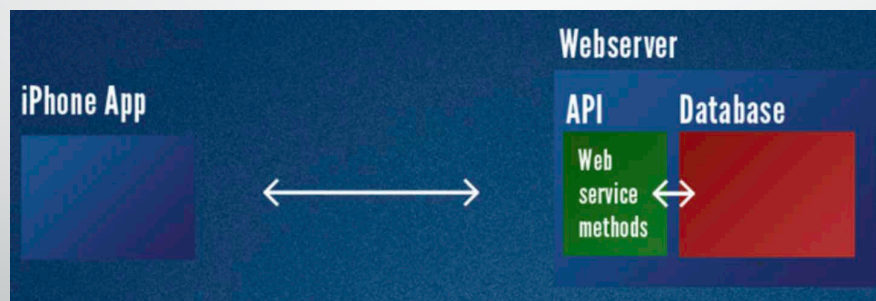
Plan for the next iteration

- Create the function to save quiz progress in 'Practice Mode'
- Ensure that that our service is mobile friendly.
- Make sure that the 'Practice Mode' is functioning, and show evidence on its functionality
- Continue Arabic Translation with Android offline app and iOS offline app.
- Build a database for submitting ,the 'Write To Us' tab
- Run Penetration testing/Security Testing on our website

Max Time Limit: 2 minutes

Demonstration for native app

- Users need to download database locally.
- Users can access anywhere, anytime for mobile app.
- Two ways: create and API link, hardcode database directly to native app.





Discussions with High-Distinction and Distinction Students

Max Time Limit: 5 minutes



General Discussions

Max Time Limit: 10 minutes

8 Iteration 1 - Individual Retrospective - Weeks 4-6

How did "you" go in iteration 1, what did you achieve?

Outcome	Weight
Design Thinking	◆◆◆◆◆

Reviewed what I contributed to the team and summarized my own contribution

Outcome	Weight
Effective Communication	◆◆◆◆◆

Reviewed what I contributed to the team and summarized my own contribution

Date	Author	Comment
2020/04/21 21:28	Jiayu Han	Ready to Mark
2020/04/22 00:31	Jiayu Han	Ready to Mark
2020/04/23 12:49	Chetan Arora	The sprint has not ended yet. Resubmit after the end of the sprint.
2020/04/23 12:49	Chetan Arora	Fix and Resubmit
2020/04/25 12:27	Jiayu Han	Ready to Mark
2020/04/29 17:45	Chetan Arora	Very good job Helen. Keep up the good work.
2020/04/29 17:45	Chetan Arora	Complete

DEAKIN UNIVERSITY

TEAM PROJECT (B) - EXECUTION AND DELIVERY

ONTRACK SUBMISSION

Iteration 1 - Individual Retrospective - Weeks 4-6

Submitted By:

Jiayu HAN

hanjia

2020/04/25 12:27

Tutor:

Chetan ARORA

Outcome	Weight
Design Thinking	◆◆◆◆◆
Effective Communication	◆◆◆◆◆

Reviewed what I contributed to the team and summarized my own contribution

April 25, 2020



Iteration 1 - Individual Retrospective Report

1. Reflection

My roles are team leader as well as back-end support. During this iteration, I have helped Alex who is our main back-end developer with adding some modules in feedback mode of our product. I adjusted some code to simplify all methods in technical perspective. Moreover, I have updated front-end code to perfect all pages in Arabic translation, which is the main feature of our product. In terms of leadership, our team discussed tasks and most people was assigned with individual tasks to work during whole iteration. I regularly contacted them to provide feedback on their task and discussed within team to see how we can make improvement. I also mentored junior students on team contribution in regards of technical problems and project progress. We also held a client meeting to update features of our product so we can develop on the right track. Overall, I think I have met all criteria as HD. Below is the assessment matrix with evidence.

Note, evidence may have more than one link.

	criteria	comments	evidence
Basic	Professional behaviour	I have conducted myself in a professional and respectful manner in all meetings no matter cooperation with teammates or client meetings. The evidence is one of the meeting recordings. I helped progress tasks and collaborated with others to ensure the whole project goes smoothly.	meeting recording
	Accountability (worklog)	The worklog is maintained by the whole team. I regularly updated my contribution and time spent on working project.	workbook
	Attendance	I have attended all squad meetings, client meetings and panel demo from the start of whole project, which can be proven by the workbook.	workbook
	Engagement	I took great initiative and actively involved in team activities, demonstrated commitment to the project and contributed planning for next iterations.	document & link to channel
Core	Communication	I frequently communicated within team online and also was responsible for client communication by email. The engagement with stakeholders was outstanding and I actively communicated with client to get the resource we need to implement our product.	communication with client & Arabic Translation from client
	Teamwork	I cooperated with teammates on matter in back-end and front-end. I supported teammates on coding and project progress if they have any questions. The collaboration is outstanding as we are progressing well to achieve our goals.	collaboration
	Process	I followed the project progress effectively and contributed a lot to the team to improve all the functionalities of our product, contributing to the ongoing process.	sprint1 reflection
	Product	I have sustained contribution to the project including documents about project progress, trello board, summarize of sprints and back-end coding.	trello board & Final product
	IT Skills	I have up-skilled my IT skills on web app including configuration of web host, html, javascript and php. I have coded in both front-end and back-end to ensure our product fully functional. All our codes are maintained in bitbucket.	BitBucket of project
Advanced	Self-Awareness	I identified myself and others' strengths so I assigned individual tasks according to member's roles and abilities. Teammates help each other on their weakness on back-end or other aspect. I have reflected myself and documented what went well and not well during this sprint.	self-reflection and summary
	Project Management	As a team leader, I managed the project progress and development for the whole time, prioritizing, planning, delegating and executing activities including squad meetings, client communication, task distribution and panel demo.	summary of sprint
	Mentoring	Junior students were answered questions by us and we mentored them to lead them becoming successful mentors in terms of cooperation, development, communication and initiative.	guide for junior students on web host

2. Detailed plan for next iteration

- Time will be devoted

I will focus on back-end support and devote more time than that were spent during iteration1. Practice mode and feedback mode are thare the main features of our product; therefore, regression testing is required to ensure back-end works properly with front-end even after translation. My goal time spent in next iteration is 40 hours.

- Individual tasks

A break-down of my individual tasks are:

- 1) Regression testing for practice mode and feedback mode:

Although two modes are already implemented as basic functionalities, I need to test them regularly to ensure the front-end Arabic translation works well with the back-end server. Also, the database for contact us page should be built to receive users' feedback of our web app.

- 2) Documentation and management:

Documenting in the end of every iteration featuring what we have achieved, what went well, how we could improve in future and planning for the next iteration.

Any research report or slides for panel presentation will be reviewed and arranged in MicrosoftTeam. These documents will be discussed during squad meeting if needed, to ensure members getting the points of the project progress and what their individual tasks are.

Trello board and cards should be updated and maintained as ongoing progress of project.

- 3) Feedback on tasks:

Review what members have finished and provide feedback so the product is developed as designed. Make sure the project is on right track by giving feedback on members' tasks.

- 4) Management of group tasks:

Assigned individual tasks to each member after discussion whenever there is a group task. Assigned task on IOS/Android app for offline mode of our product to build an offline version of app.

- 5) Attend Android/IOS development as support:

Our client would like an app for offline mode. We are working on Android app now so the IOS development also should be started during next iteration. Most junior students are working on that and some seniors including me will support and mentor them.

- Other contribution

- Contact with client to enhance client communication on updated features. This decides our planning for later iterations and direction of our progress in future.
- Document any research or discussion that are helpful for the project during meetings.
- Mentor junior students on IOS/Android app if needed.

9 Iteration 2 - Squad Demo - Weeks 7-9

Summarise the team achievements for the iteration, and the way forward

Outcome	Weight
Design Thinking demo of iteration2	◆◆◆◆

Date	Author	Comment
2020/05/15 15:09	Jiayu Han	Ready to Mark
2020/05/20 15:39	Chetan Arora	Complete

DEAKIN UNIVERSITY

TEAM PROJECT (B) - EXECUTION AND DELIVERY

ONTRACK SUBMISSION

Iteration 2 - Squad Demo - Weeks 7-9

Submitted By:

Jiayu HAN
hanjia

Tutor:

Chetan ARORA

Group Members:

hanjia	Jiayu	HAN	👤👤👤👤
ajind	-	AJINDER KAUR	👤👤👤👤
aruth	Alex	RUTH	👤👤👤👤
hmzeng	Hong Ming	ZENG	👤👤
mehtak	Kashish	MEHTA	👤👤
psthapit	Pratistha	STHAPIT	👤👤👤👤
lantia	Tianqi	LAN	👤👤👤

Outcome	Weight
Design Thinking	◆◆◆◆◆
demo of iteration2	

May 15, 2020



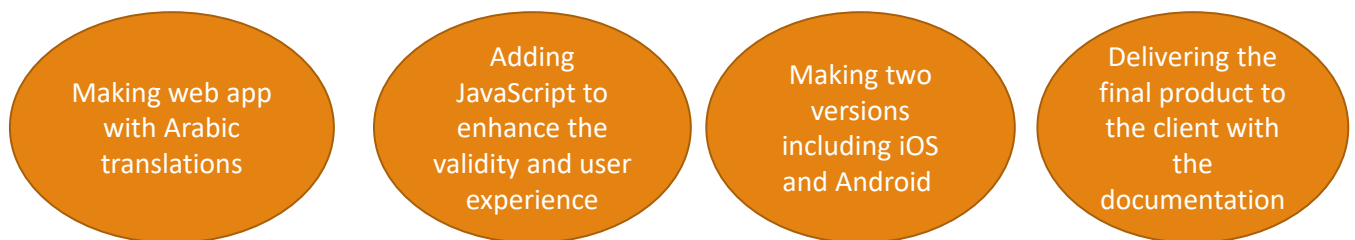
Iteration 2 - Demo

ARABIC DRIVER
LEARNER APP TEAM

Project Overview

We are building web and mobile applications for Refugees to get a license

Main blocks of our project:



Methods, technologies used:

Web app: HTML/CSS, JavaScript, PHP, MySQL
IOS app: Xcode (Swift)
Android: Android Studio (Java)

Working in small teams: iOS, Android, Web
Seeking feedback and finishing weekly assigned tasks to improve the quality of the project

Deliverables of the Overall Project

**Web App UI &
UX features**

Ajinder, Imitaz,
Helen,
Tianqi

**Meeting
minutes, and
other
documentation**

Sakshi, Ming
zeng, Rachin,
Imitaz

**Web App
backend,
quiz
Functionality/
UI**

Alex, Michael

Android app

Pratistha,
Kashish, Helen,
Ajinder

IOS app

David,
Sakshi, Rachin

**Security
Testing**

Thihan, Imitaz,
Ajinder

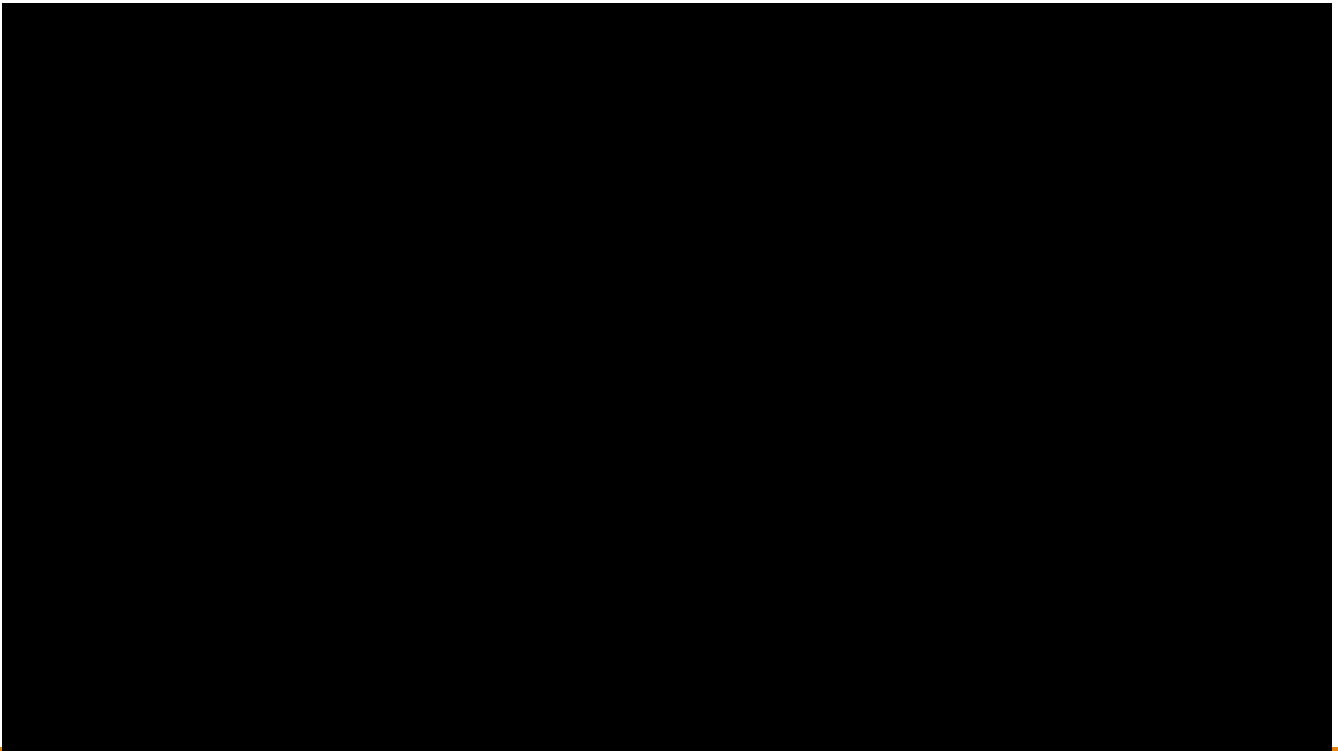
Deliverables of this iteration

- ❑ Full UI design build as per new design template
- ❑ Improve navigation bar for web app
- ❑ Add some new pages to web app
- ❑ Android app – random question generation, Arabic translation and simple UI
- ❑ IOS app – result page, question generation and standard UI
- ❑ Security Testing

Features/tasks completed in this iteration

Features/Task	How the task was completed	Who completed the task	Contribution to the overall project	Challenges faced while completing the task	Challenge Resolution
Update ContactUs, AboutUs Pages and created new template Build new pages, start-test pages, which are to be placed before two modes tests	Use newly created template file to code two pages with new UI	Helen, Imitiaz Ahmad Tianqi Lan	Update UI for web app and recreate pages with new template.	The template of new UI needs to fit mobile device and achieve responsiveness. CSS was testing for multiple times to find a dynamic template for all devices.	Don't initialize width and height to div class. Used padding and margin to set its position. When content was added, the div automatically enlarges.
IOS Arabic app	- Developed Home , Practice Mode, Menu, and Result screens, Technical Documentation	David, Sakshi Agrawal	Making the app to work in offline mode, provided report on IOS tech for the next iteration	I encountered bugs, , inconsistent design, I had issue with time management and technical knowledge to develop IOS app. Finding the easiest way to help juniors understand about the development of IOS app from scratch.	I needed to research about iOS development to build complex UI and functionalities as well as fixing bugs or issues coming along. Researched on a lot of websites and made an all in one report.
Develop new home page, adding Arabic functionality, and add some JavaScript to contact us page, making slides, and make submission page.	By using the new template I added the functionality at new home page and using JavaScript for contact page	Ajinder Tianqi Lan	Update the new home page and add some functionality to other pages	I got the issues for the icons that I have to add to the home page, I was not able to add them due to the same background color.	The issue got solved when I see the practice also using two icons so instead of those icons, I used the icons of practice page as we planned to remove the practice page from navigation bar. So those icons are matched with the new template and I am able to manage the icons with background.
Contact Us Form Submit Email functionality make it work	This task was tried with different php codes mail sender and yes eventually it worked with smtp server	Imtiaz Ahmad, HongMing Zeng	Minutes Meeting record, Email Functionality make it work, Security research, Learn HTML	Sending an email was big challenge for us. Specially with free host and host doesn't support email for spam etc	After doing research for 2 days I knew that code must be right. So I have tried on different host it worked then we used SMTP server setting for qq.com
Update design of Feedback mode and practice mode page.	This task was completed by reviewing the previously approved designs and updating our designs to look similar by editing the PHP, and CSS.	Michael Watts, Alex Ruth	Implemented new designs for the feedback mode and practice mode pages.	Webpage is no longer correctly responsive.	We have started fixing responsiveness and will complete this in the next iteration.
Android App	Use Android Studio to develop. Simple UI were added. Arabic translation works for all pages and question generate randomly in test. Technical Documentation is also being completed.	Pratistha, Helen, Rachin, Kashish	Update new app for offline usage.	Arabic translation works for all pages but cannot switch. Arabic alignment to left.	Can create Arabic string in strings.xml and add buttons for language change. Use Open Translator embedded in Android Studio to add Arabic.
Security Testing of the Web Application.	By running a penetration test, using the software Nikto, Burp Suite and wafw00f	Thihan Wijekulasuriya,	Testing the vulnerabilities of the web application, so that we can ensure the security of the application	While attempting to install the software, I ran into a problem with getting the software to work on my PC. I also found Nikto was not as detailed as I thought.	After doing some research on forums and YouTube, I found the solution to my installation problem. I used other software to complete a more detailed test.

Demo of product



Link: [Product demo](#)

Team Contribution

Team Member	Junior /Senior	Major Contribution(s)	Hours Recorded
Jiayu Han	Senior	Update UI file(.xd). Create new template file as new UI. Re-code contact us and about us page. Update Trello board. Add Arabic translation of android app.	33
Pratistha Sthapit	Senior	Aligned arabic translations to right on all pages. Worked on Android application: created side menu navigation with link to correct pages. Created UI for feedback mode and practice mode. Implemented JSON file in the app to read the data and images and display it in the feedback quiz. Helped team members to complete tasks and answer questions.	40
Ajinder Kaur	Senior	Make new home page, add Arabic functionality to that page, add two icons in that page, make submission page that will show after click on the submit button of contact us page, add JavaScript functionality as requested by one of the team member to contact us page and making the slides.	38.5
Alex Ruth	Senior	Worked with Michael to build out feedback mode UI based on client feedback. Added a progress bar to quiz to show progress. Continued development of final quiz page where user can review each question they have answered.	30
Tianqi Lan	Senior	Build new pages for the web app, start-test pages. Fix problems in the new template page. Improve the UI and layout of about and contact-us page. Adding Arabic translations to the new home page. Translations and cookie on all pages excluding test quiz pages.	35
Kashish Mehta	Senior	Make small changes in some of the web apps such as remove practice page from the navigation, learning about the android app development and is responsible to give the demo to the next week	36
Hong Ming Zeng	Senior	Update contact page. Do research about email function. Create codes of email function(mail.php). Update the host and realize the email function.	45
Huy Hoang Phi	Junior	Developing iOS application including multiple screens, contributing to Android application, discussing the roles and sharing learning resources with team members, showing app demo for our client, presenting and answering technical questions from the panellists and client.	53.5
Michael Watts	Junior	Updated feedback mode in line with feedback from Parry. Created responsive CSS to ensure resizing (this has not been fully implemented) . Worked with Alex to decide on new designs and implement them.	34.7
Rachin Prashar	Junior	Worked on the Technical Document for the android application and completed all necessary documentation required for the android mobile application.	30.5
Sakshi Agrawal	Junior	Worked on the IOS development with David and provided the IOS technical documentation for next iteration and also worked on the other documentation parts including meeting minutes.	32.5
Imtiaz Ahmad	Junior	Record meeting minutes, research and create documents for web testing and security testing. Check Vulnerabilities via owasp zap. Change titles for all the pages to its relevant names on host and update on bitbucket. Research and work email functionality for contact us page. Fix and managed summary tab for worklog to make sure work accordingly. Recorded video demo for web app	39.08
Thihan Wijekula suriya	Junior	Completed Initial black box Security Testing for the web application. Provided a report about the exploits discovered during the test and different ways of mitigating the risks discovered, for the next iteration.	43.9

Plan for the next iteration

- Ensure that the web application is secure, by fixing the exploits found during the penetration test in the last iteration
- Complete final quiz page, where the user can review the questions they answered
- Ensure that Practice and Feedback modes are functioning on the IOS application
- Ensure that the quiz validation works on the Android Application
- Finalize webpage UI and its functionalities (Improve Responsiveness)
- Develop and finalize handover documents (juniors)

Questions for High-Distinction and Distinction Students

General Discussions

10 Iteration 2 - Individual Retrospective - Weeks 7-9

How did "you" go in iteration 2, what did you achieve?

Outcome	Weight
Design Thinking	◆◆◆◆◆
Progressing project in agile	

Outcome	Weight
Effective Communication	◆◆◆◆◇
Progressing project in agile	

Date	Author	Comment
2020/05/15 12:00	Jiayu Han	Working On It
2020/05/15 12:01	Jiayu Han	Ready to Mark
2020/05/23 10:20	Chetan Arora	- Good job on the project, and good progress in the iteration- It would be good to see the finished product by the end of the trimester- Being a senior, start working closely with junior team members to bring them up to speed in the project, and preparing them for the next trimester; there should be a one-to-one replacement for you in the project who understands your technical part
2020/05/23 10:20	Chetan Arora	Complete

DEAKIN UNIVERSITY

TEAM PROJECT (B) - EXECUTION AND DELIVERY

ONTRACK SUBMISSION

Iteration 2 - Individual Retrospective - Weeks 7-9

Submitted By:

Jiayu HAN

hanjia

2020/05/15 12:01

Tutor:

Chetan ARORA

Outcome	Weight
Design Thinking	◆◆◆◆◆
Effective Communication	◆◆◆◆◆

Progressing project in agile

May 15, 2020



Iteration 2 - Individual Retrospective Report

1. Reflection

In iteration 2, I have contacted with our client to hold meeting with him and received feedback on our current product. Our team was divided into three groups, aiming to finish: Android app, IOS app and web app. I updated our UI design and created new template file. Moreover, I am working on Android app and finished Arabic translation of whole app. As the UI should be changed according to client's requirements, individual tasks and roles were all re-assigned according to new backlog of this iteration after client meeting. Detailed individual tasks and evidences are listed below.

Note, evidence may have more than one link.

	Criteria	Comments	Evidences
Basic	Professional behaviour	I have conducted myself in a professional and respectful manner in all meetings no matter cooperation with teammates or client meetings. The evidence is one of the meeting recordings. I helped progress tasks and collaborated with others to ensure the whole project goes smoothly.	Meeting Recording
	Accountability (worklog)	The worklog is maintained by the whole team. I regularly updated my contribution and time spent on working project.	Workbook
	Attendance	I have attended all squad meetings, client meetings and panel demo from the start of whole project, which can be proven by the workbook.	Workbook
	Engagement	I took great initiative and actively involved in team activities, which can be proven by my posts in group channel and my discussion during meetings.	Link to Channel Posts & Meeting Recording
Core	Communication	I frequently communicated within team online and also was responsible for client communication. We had client meeting and the engagement with stakeholders was outstanding. I actively communicated with client to get the resource we need to implement our product. Also updating the project progress to keep the features and requirements are the same with client's idea.	Client Meeting Folder & Email Messages to Client
	Teamwork	I have updated the UI with teammates of web app as what client wants. We all collaborated on Bitbucket to update and share code. The collaboration was outstanding as we are progressing well to achieve our goals. These can be proven by our communication within team, our uploaded files and Bitbucket.	BitBucket Link & Recordings
	Process	I followed the project progress effectively and contributed a lot to the team to improve all the functionalities of our product. Evidence T1 folder includes many files I have made for team progress.	T1 folder & BitBucket Link
	Product	I have sustained contribution to the project including project progress, client communication, trello board updates, code pushing, summary of sprints and back-end coding.	trello board & Final product
	IT Skills	I have up-skilled my IT skills on web app and also android app development. I also have updated the UI of web app which is named as template.html on Bitbucket. Android app was also updated with translation feature. All changes of code are committed on bitbucket.	BitBucket Link
Advanced	Self-Awareness	I identified myself and others' strengths so I took responsibility on individual tasks as what I am good at. Teammates help each other on their weakness on back-end or other aspect. I have reflected myself and documented what went well and not well during this sprint.	reflection - sprint2
	Project Management	As a team leader, I managed the project progress and development. I was prioritizing, planning, delegating and executing activities after discussion of squad meetings and client communication.	meetings scheduled
	Mentoring	Junior students had questions about Android and html coding. I mentored Imtiaz on web host maintaining and also html coding.	mentoring

2. Detailed plan for next iteration

- Time will be devoted

As now our team has been divided into three, I am in Android App group and also support for web app group. I will focus on android app development specifically Arabic translation functionality and UI upgrading, as our current Android application only supports Arabic of all pages but users cannot switch between English and it.

During this iteration I have work for 33 hours. Therefore, next iteration I am planning to work for another 30 hours to finish all required product features with teammates.

- Individual tasks

A break-down of my individual tasks are:

- 1) Update UI layout of web app in terms of CSS.
As our UI of web app has completely changed, it needs to fit mobile devices with new CSS code. The navigation bar in test pages are not responsive and
- 2) Arabic for new pages
We have added new pages that introduce two modes at the start of them. They need adding Arabic which will be retrieved from client.
- 3) Update trello board as project proceed
As we are progressing the project, trello board should be updated timely as ongoing progress.
- 4) Android App development for upgrading Arabic translation functionality
I will work with Pratistha on Android app development. Most structure, UI and code were built by her but functionalities are not implemented yet. I will work on Arabic translation with her interface provided. It includes Arabic in contact us form, about us page and all questions/answers.
- 5) Android App development for UI upgrading
The UI of current Android app is not respective to what our client wants. I will update the UI of different pages as Pratistha working on feedback mode.
- 6) Document all research file and arrange documents on MsTeam
Near the end of project, all our files are flooding onto the online platform. As a team leader I will arrange all documents and inform teammates especially junior students to refer to logically arranged files for their future usage when they become senior students next trimester.

- Other contribution

- Contact with client to enhance client communication on updated features and progress.
- Provide feedback on others' work in time when they finish their task aiming to enhance cooperation and interlink between different groups.
- Mentoring junior students on technical knowledge of Android app development
- Contact with teammates regularly to ensure everyone is on right track and deliver as what they are expected.

11 Showcase and presentation

Showcase what you have achieved

Outcome	Weight
Design Thinking	◆◆◆◆◇

Include the pitch video link

Outcome	Weight
Effective Communication	◆◆◆◆◇

Include the pitch video link

Date	Author	Comment
2020/05/19 14:46	Jiayu Han	Working On It
2020/06/04 23:16	Jiayu Han	Ready to Mark

DEAKIN UNIVERSITY

TEAM PROJECT (B) - EXECUTION AND DELIVERY

ONTRACK SUBMISSION

Showcase and presentation

Submitted By:

Jiayu HAN
hanjia

Tutor:

Chetan ARORA

Group Members:

hanjia	Jiayu	HAN	👤👤👤👤
aruth	Alex	RUTH	👤👤👤
hmzeng	Hong Ming	ZENG	👤👤
ajind	-	AJINDER KAUR	👤👤👤
mehtak	Kashish	MEHTA	👤👤👤
psthapit	Pratistha	STHAPIT	👤👤👤👤
lantia	Tianqi	LAN	👤👤👤

Outcome	Weight
Design Thinking	◆◆◆◆◇
Effective Communication	◆◆◆◆◇

Include the pitch video link

June 4, 2020



Link to video:

<https://deakin365.sharepoint.com/sites/WebMoCo.-UG/Shared%20Documents/DISBA%20Collaboration/Showcase/Showcase%20Video.mp4>

12 Learning Summary Report

Provide a package that can be handed on to the next team progressing these ideas.

Outcome	Weight
Effective Communication	◆◆◆◆◇

Summarize my learning experience of this unit

Date	Author	Comment
2020/05/19 14:45	Jiayu Han	Working On It
2020/06/04 22:39	Jiayu Han	Ready to Mark

DEAKIN UNIVERSITY

TEAM PROJECT (B) - EXECUTION AND DELIVERY

ONTRACK SUBMISSION

Learning Summary Report

Submitted By:

Jiayu HAN

hanjia

2020/06/04 22:39

Tutor:

Chetan ARORA

Outcome	Weight
Effective Communication	◆◆◆◆◇

Summarize my learning experience of this unit

June 4, 2020



SIT378

Team Project (B)

Learning Summary Report

JIAYU HAN

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hanjia@deakin.edu.au

Self-Assessment Details

The following checklists provide an overview of my self-assessment for this unit.

	Pass (D)	Credit (C)	Distinction (B)	High Distinction (A)
Self-Assessment				✓

Self-Assessment Statement

Declaration

I declare that this portfolio presents my individual contributions to the outcomes achieved by my Squad as well as my personal submissions. I have not copied from any other student's work or from any other source except where due acknowledgment is made explicitly in the text, nor has any part of this submission been written for me by another person.

Signature: **JIAYU HAN**

Reflection on completed project work

This portfolio includes work that demonstrates that I have achieved all assessment criteria for SIT378 (Team Project (B)) to a HD level.

As a senior student and team leader of this project, I have contributed a lot in terms of mentoring, technical development, product delivery and team management. In terms of Basic criteria ([BasicEvidence1](#), [BasicEvidence2](#)) I attended all meetings and have conducted self in a professional and respectful manner through whole project no matter during discussion with teammates or client meetings. I have helped progress all tasks and collaborates with others well. In each meeting, I actively involved in team activities and planned future activities after studio session every week.

As for core criteria ([CoreEvidence1](#), [CoreEvidence2](#)), I have an outstanding engagement with our client to clarify current sprint progress or deliverables. In teamwork skills, I have actively communicated with teammates and made sure everyone is getting involved as well as acknowledged the progress of our project. I demonstrated ability to effectively follow team process, having consistent and sustained contributions towards multiple project deliverables. I have done a lot in web application and Android application development. My IT skills were improved after up-skilling and put to use on our project. Relevant knowledge of my major was taken in practice in deliverables of products.

Regarding advanced criteria ([AdvancedEvidence1](#), [AdvanceEvidence2](#), [AdvancedEvidence3](#)), I identified my own and teammates' strengths and weaknesses to assign tasks according to everyone's ability and skills. I took great initiative throughout the whole process especially as a team leader, taking big responsibility on delegating, executing prioritizing and monitoring activities in whole team. During one-to-one communication with junior students, I have uploaded guide documents for mentoring the usage of web host and also taught them on pushing code onto BitBucket. I leaded them to prepare for becoming senior students and successful mentors for next trimester.

Meeting of Unit Learning Outcomes (ULOs)

ULO and Related GLO are demonstrated by Learning Examples in the form below.

ULO	Respective GLO	Learning Examples
ULO1	GLO1: Discipline-specific knowledge GLO2: Communication GLO3: Digital literacy GLO7: Teamwork GLO8: Global citizenship	During whole project, I have acted professionally in all meetings and conducting project deliverables. I have contributed in Android and Web development a lot. I applied consistent participation, effective communication and adherence to ethical code of conduct as a member of IT team. I cooperate well with all teammates and provided feedback to each other when needed. Also I gave used communication tools (Microsoft Team and Trello) to manage team and disseminate information well.
ULO2	GLO1: Discipline-specific knowledge GLO4: Critical thinking GLO5: Problem Solving	As a team leader, I demonstrate IT knowledge and application of techniques to define scope, break down tasks, manage risks and schedule resources in the planning of a project. In each meeting, every member needed to speak out their weekly progress. After that, I 'll identify whole progress and start to planning our goal in next week. This enabled me with critical thinking and problem-solving skills.
ULO3	GLO1: Discipline-specific knowledge GLO3: Digital literacy GLO5: Problem Solving GLO7: Teamwork	I applied contemporary IT methods tools like BitBucket and techniques like javascript and java to contribute to the project and meet project stakeholders' needs. Our team updated and shared our code on sourcetree so everyone can get the latest version of project files. We also discuss with client regarding technical issue to figure out how to address the problem regarding satisfy required features.
ULO4	GLO1: Discipline-specific knowledge GLO2: Communication GLO4: Critical thinking	I conducted analysis and wrote report regarding achieving client's requirements on features relevant to my studied discipline area within IT project. Team discussed implications for project direction in studio session.
ULO5	GLO6: Self-management GLO8: Global citizenship	After each sprint, I reflected on myself and managed my own time, processes by reviewing personal performance. I wrote self-reflection report and uploaded on MsTeam after each iteration.

Lessons Learnt - Individual

The most important things I learnt:

My main role of this project is team leader. Not only have I enhanced my IT skills and coding techniques, but I also learn more about team management, project conducting, mentoring in communication tools and using professional code sharing platform (SourceTree and Github). In terms of communication and leadership, I have greatly improved on these two aspects especially after guiding a large team this time. In the first iteration, I did not do well on hosting meetings/studio session. However, after frequently pushed teammates to participate within discussion, our meetings went very efficiently and smoothly. During each meeting everyone should report what their progress in previous week and plan what they are going to do next week. I would check everyone's progress and find the right direction towards a good deliverables by summarize overall progress of team.

I feel I learnt these topics, concepts, and/or tools really well:

I have great confidence in using MsTeam as professional communication tool under IT context and BitBucket to share code within team for good cooperation. My Android development troubleshooting skill is enhanced a lot. Also, my communication and management skills as a team leader of a IT team have a considerable progress after leading this big team. I can now find my own way to lead team conversation and working progress to a decent deliverable. Moreover, direct client communication has equipped me with a good level of professional communication ability on IT discipline.

I found the following topics particularly challenging:

The most challenging issue I faced was to get everyone in team highly involved. Although most of our teammates have a good amount of contribution and enough active participation during meetings, there were still some people lacking of communication and sometimes lost project progress. Apart from that, from technical perspective, not enough members have specific development skills like IOS development. Many of us are also in shortage of experience in cross-platform development, which led to two more products needed developing to satisfy client's requirement.

I found the following aspects particularly interesting:

Due to COVID-19 pandemic, all team members were working from home and joined meeting online. Sometimes it was interesting to see we are involving from "cloud" and participated in development by sharing our faces online during discussion. We can share our screens and show each member working progress to provide feedback. Moreover, the process of teamwork is enjoyable as most our teammates are positive and nice.

I still need to work on the following areas:

As I have developed a lot in my management skill, professional working experience and leadership under IT discipline. I still need to gain more experience especially on more complex project to enable myself with more confidence on problem solving for future career. Meanwhile, my cooperation skill needs to adjust when facing with different teammates. I need to ensure we are working on the same page and deliver what are expected by stakeholders.

The things that helped me most were:

The most helpful technical resources for me are Github and Stack Overflow where developers share their code and provide their solution to any IT problems. Trello boards is helpful but an efficient communication during meeting is more important. If everyone is clear about what they are planning to do next sprint, we can summarize all task in Trello board instead of using traditional office documents to arrange tasks.

If I did the project unit again, I would do the following things differently:

I will adjust my leadership style if I would do this project again. My ability of hosting meeting as a scheduler of project should be more confident and straightforward. I would also encourage some of my teammates to be more participative and engaging.