BP2018G1 Kickoff Meeting "Ask your repository!"

Prof. Dr. Holger Giese Christian Adriano Christian Zöllner

Agenda

- Introduction
- **Project** Perspective
 - Project Charter
 - Scope
- **Teaching** Perspective
 - Expectations
 - Grading
 - Bachelor Thesis
- Meetings + Schedule
- Tools + Infrastructure
- Next Steps

Introduction + Roles

- Professor Holger Giese: **Supervisor** (budget, general objectives, grading)
- Christian Adriano: **Product Owner** (scope, risks, tasks)
- Christian Zöllner: **Teaching Assistant** (environment) [initially also: **Project Manager** (time, cost, risk)]
- Project Team (no fixed roles yet)
 - Luise Benkert
 - Jascha Beste
 - Leonhard Hennicke
 - Adrian Steppat
 - Arne Zerndt
 - Erik Ziegler

External Stakeholders

- Dr. Claudia Nicolai (HPI D-School): Sponsor
- HPI PR Department: Bachelorpodium

[Excepts from...] Project Charter

Christian Adriano Christian Zöllner

A Project Charter states the scope, objectives, and participants in a project. It provides a preliminary delineation of roles and responsibilities, outlines the project objectives, identifies the main stakeholders, and defines the authority of the project manager. (Wikipedia)

[The complete Project Charter will be provided in the bachelor project share.]

Project Charter: Inputs

Reason for undertaking the project ("business problem")

Designers and engineers have difficulty reusing modeling and design knowledge from previous work

Objectives and constraints of the project ("business constraints")

- Solution for the problem is a running software
- Software should be deployed early for experimentation
- Focus on the software engineering knowledge
 - o But: Must be generalizable to design thinking knowledge
- Results must be substantial enough for bachelor theses
 - Optional: Data and results could also be publishes as scientific paper(s)
- Software should be usable for future research projects

<u>Directions concerning the solution</u> ("vision")

- An extensible and modular architecture that enables artifacts to be retrieved in a unobtrusive way.
- See components of the solution in: <u>BA-Projekt HG1 18-19 Ask Your Repository.pdf</u>

Project Charter: Scope

In-scope

- Create prototypical database of both software engineering and design thinking artifacts
- Create training and testing and validating datasets
- Train Machine Learning models
- Setup and run classification tasks with a crowd
- Evaluate digital assistant technologies
- Integrate digital assistant, database, and the visualization front-end

Out-of-scope

- Create production database of design thinking artifacts
- Create extensive GUI to navigate through the retrieved artifacts
- Deploy solution at design school

Teaching: Official Requirements

Components / Modules:

- HPI-SP: Softwareprojekt (30LP, inkl. 6LP "Schlüsselkompetenzen")
 - Software project, teamwork (min. 4 participants), presentation of results, ...
- Bachelorarbeit (12 LP)
 - Individual scientific work

<u>Time Requirements:</u>

- 1 LP = 30h
- 30LP+12LP = 42LP = 1,260h
- In practice:
 - Oct-Feb: "part-time" (20h/week)
 - Mar-Jul: "full-time" (40h/week)

References: Studienordnung ITSE (2016), Erläuterungen zu den Bachelorprojekten

Teaching: Principles

- The Bachelor Project is a group project!
 - All kinds of contributions / roles are equally important.
 - Project is graded as a whole, with possible (minor) personal distinctions.
- The project team should manage itself.
 - No fixed roles and tasks.
 - No fixed subgroup distribution.
 - Students should be involved in all management tasks, supervisors act as "control authority".
- Bachelor theses are personal work integrated into the project.
 - Each student explores one part / feature of the project for her / his thesis.
 - Thesis (scientific writeup) must be 100% individual work, the discussed feature must not.

Teaching: Project Grading

- Primary grade: Group grade for (intermediate and final) project result(s)
 - Focus on quality and documentation (i.e. usability for future work).
 - Grade includes project management results and official presentations.
- Possibility for personal distinction (up to -2 to +2 grading steps per category)
 - 1. Presentations (initial seminar, intermediate presentations)
 - 2. Participation and presence in meetings
 - Personal accountabilities
- Accountabilities
 - Students each assume accountability for some aspect(s) of project
 (being accountability = person must ensure that the team does it, not do it her-/himself)
 - Possible accountabilities: important features, cross-cutting concerns (quality, documentation, ...), development
 infrastructure, organizational aspects (project plan, meetings, communication, ...), public relations (in second semester), ...
 - Accountabilities should be balanced and reflect project demand, they can be changed at any time
 - Supervised by: Christian Zöllner.

Ideal case: Results are awsome, everyone contributed evenly. Project receives a good mark and no further distinction is needed.

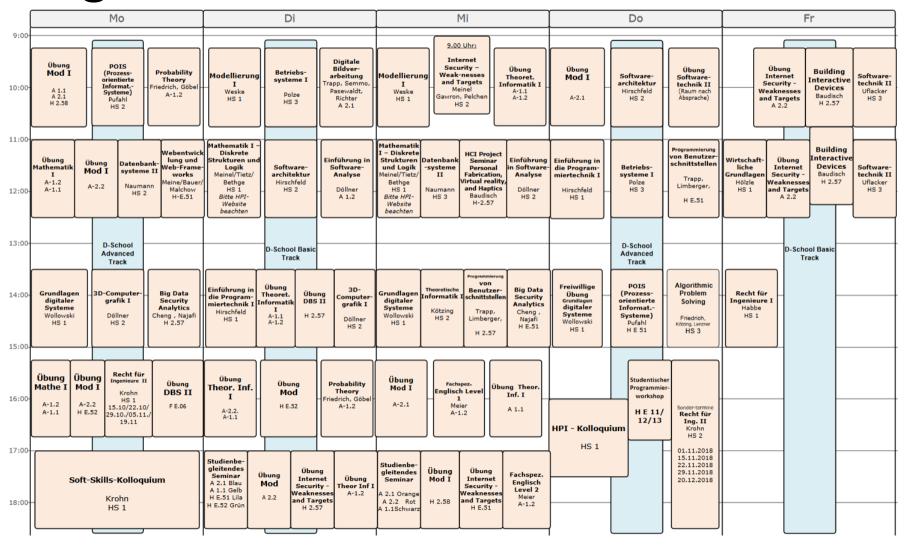
Personal distinction is needed if... some members are lazy and have the team work for them.

Or if... project results are bad, but some individuals performed outstandingly nevertheless.

Meetings

- Start: Seminar meeting (research phase results)
- Every Week: Standup Meeting
 - Setting: Christian² visit team in their office.
 - Content: Show progress, discuss problems/questions, define team goal(s) for next week/sprint.
 - Duration: Max. 30 Minutes.
 - Before meeting: Send discussion topics + proposal for next week's goals to Christian².
- Every 4 to 6 weeks: Intermediate presentations
 - Audience: Prof. Giese, sometimes also Dr. Nicolai (D-School)
 - Content: Demo of current prototype. Give big picture summary of progress and upcoming goals.
 - Duration: Max. 30 Minutes presentation + QA.
 - Presenter: 2-3 students each time. Number of participations in presentations per students should be equal.
- End: Final (internal) presentation

Meetings



Project Planning

- Rough schedule:
 - Oct: Research
 - Nov. + Dec.: Feature prototypes
 - Jan. + Feb.: Prototype integration
 - Mar. Jun.: Special features (incl. bachelor theses, public relations, ...)
 - Jul.: Finishing
- Project team should define weekly sprint goals.
- Project team should define (internal) intermediate milestones and goals.
- Planning documents are to be created as needed, may be defined as sprint deliverables.

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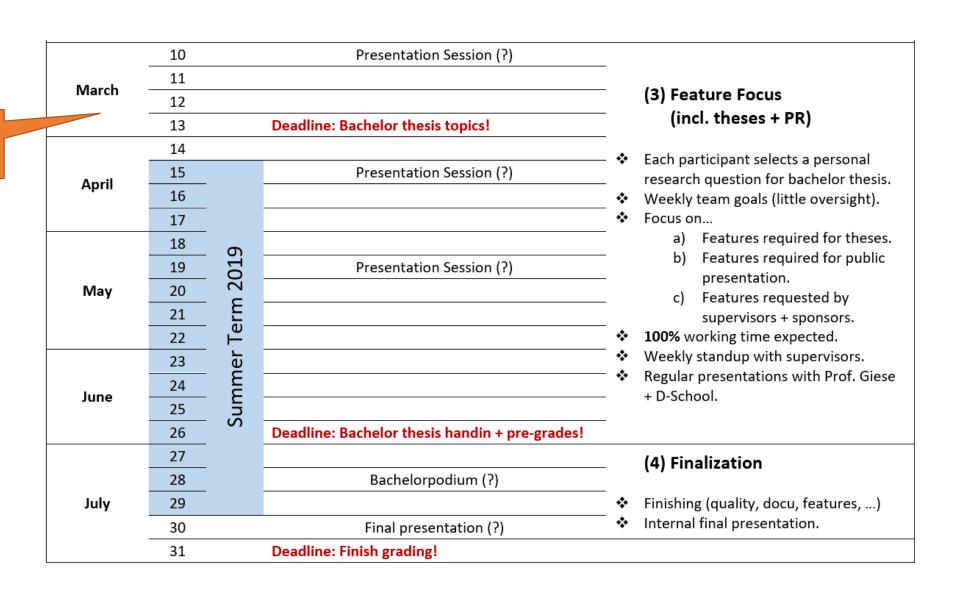
Schedule

Month	Week	Term	Events + Deadlines		Phase
September	39		Fr. 29.09: Kickoff Meeting		
October	40			_	(0) Research / experimentation
	41			_	(-,
	42			*	Individual research assignments. Seminar session at the end.
	43	Term 2018/19	Seminar session + Teambuilding Event	*	
	44				(1) Feature prototypes
November	45			- - - *	Explore individual features. Weekly team goals (proposal + check). Planning steps are included as needed. 50% working time expected. Weekly standup with supervisors. Regular presentations with Prof. Giese + D-School.
	46				
	47		Presentation Session (?)		
	48			- *	
December	49			- •	
	50			*	
	51		Presentation Session (?)	_	
	52	Christmas Holidays			
January	1	Christmas Holidays			
	2	<u>_</u>			(2) Early Prototype Integration Weekly team goals (proposal + check). Planning steps are included as needed. 50% working time expected.
	3	Winter		_	
	4	Ϊ́Ν		- *	
	5				
February	6		Presentation Session (?)	*	
	7			❖ Weekly standup with supervisors.	
	8			- *	Regular presentations with Prof. Giese + D-School.
	9		Internal Deadline: Integrated basic prototype!		T D-SCHOOL

Schedule

Holidays:

2-3 weeks, self-coordinated



Tools & Infrastructure

- Basic idea: Team can choose, but should coordinate with supervisors.
- Timing: As soon as you need it.
- Repository
 - code.hpi (GIT, SVN), HPI GitLab, Redmine (GIT, SVN), ...
 - Start with multiple repositories or have one for everything?
 - Possible integration of build and deployment tools?
- Documentation
 - Wiki, MD or RST files in Repository, Word & Excel files in HPI Share, ...
- Task Management
 - Redmine, Trello, Whiteboard + Post-Its, ...
- Hardware
 - Provided: 1 workstation per team member in office
 - If needed: VMs for tool hosting, experiment servers

Next steps / Frist Sprint

Discuss!

- Set up tools & infrastructure
- Research Topics
 - Supervision by: Christian Adriano
 - Meetings as needed
 - Deliverables:
 - Short Demo (implementation)
 - Handout ("cheat sheet", max. 2 pages)
- Seminar meeting in late October
 - Each student: Presentation (max. 30 min)
 - Also: Teambuilding event.
- Set up office.

Choose today!

Upcoming doodle.

Wait for e-mail.