

Individual Contribution

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For this assignment I wrote up much of the project plan.

This includes:

- The vision
- Process model breakdown
- Task Allocation
- Progress tracking
- Backlog management
- Time spent on a project
- Definition of done

My team members assisted with completing the definition of done and task allocation, as well as editing the document to fully fulfill all marking criteria. Furthermore, I assisted with the risk matrix by coming up with potential risks that could endanger our project. Finally, I completed a final edit of the Analysis of alternatives and architectural design to remove grammatical errors, as well as any lexical and syntactic ambiguity. I believe I have contributed a moderate to high amount for this project and am satisfied with my performance. I also believe my team and I achieved a good level of team discussion during our meetings, with everyone contributing equally to them.

To improve for the next group assignment, I believe I can be more proactive in learning in new skills and acquiring new knowledge for when it comes to completing tasks. In addition, convening group meetings outside of scheduled class time could potentially be beneficial.