***Documentation Packet [ 25 23 02 24 ] Feb 23rd 2024***

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| Student Name: |  |
| Goals:  1. Study for CIW Javascript Cert 2. Progress Senior Projects | Events:  1. DocPac Due Friday |
| Included Documentation  1. [S] Weekly Scrum 2. [J] CIW Chapter 14 3. CIW Self-Test 4. Reflection | Required Documentation:  1. [S] Weekly Scrum 2. [J] CIW Chapter 14 3. CIW Self-Test 4. Reflection |
| Changes/Notes:  * Reflection instructions have been modified. | |

# Personal Project Progress

What did you work on with computers and technology over the week(end)? In the box below, write where (specifically) the instructor can find proof of this work or test it.

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# [J] CIW Chapter 14

1. Log into ucertify.com with your school Google account.
2. Begin Chapter 14
   1. Read every page in its entirety
   2. Complete every “Test Your Knowledge”
   3. Complete every practice “Quiz”
   4. Run through each available Flashcard at least once, writing down the ones you get wrong.
   5. Complete every “Lab”, even if it is “optional”
      1. Save these lab files to a folder called “FirstnameLastname” inside of “CIW” folder of this DocPac. If these folders do not exist, created them (watch capitalizing and spaces!)
   6. Create a Pull Request to have your labs accepted when complete.

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# [S] Weekly Scrum

1. Prepare for the SCRUM meeting on the first day of the week by filling out the first box below. Include specific details about where to find proof of the work you did.
2. Prepare for the SCRUM meeting by anticipating what you will likely work on this week.
3. During the SCRUM meeting, suggest what you should work on, and write down what is decided you will work on below.
4. During the SCRUM meeting, determine and discuss what the obstacles may be that could prevent you from completing the work this week. Then write it down below.

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| What did you complete last week? | Instructor Grade |
| What will you do this week? | Instructor Graded |
| What are the obstacles that are stopping you from completing this task? |  |

# CIW Self-Test

1. Log into CIW uCertify
2. Navigate to **Practice Tests -> Custom Test**
3. To start, type 4 into “Items Selected” for every chapter, then click “Create Custom Test”
4. Choose “Learn” to take the test. Write down each question you get wrong in your Stenographer’s Notebook to study later (instructor will check).
5. When complete, identify the three chapters with the lowest grade and write them below

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Write an actionable plan to improve your scores below:

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# Reflection

(If you can’t relate your answers to the question, class, or programming, you may use other classes or life circumstances instead. Just give your best answer every time.)

***ANSWER ONE OF THE THREE FOLLOWING PROMPTS***

**What is a major achievement of yours this week?**

**What opportunities will this provide in the immediate/distance future and how will you leverage it? (Please refer to achievements above and beyond your normal responsibilities)**

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**What is one mistake or missed opportunity from this week?**

**What changes can you make to prevent this from happening/being missed in the future?**

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**Looking forward to next week, what is one problem or opportunity that is upcoming?**

**What can you do to mitigate/take advantage of it?**

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| 10 | You went above and beyond expectations. You applied knowledge that was not taught in this class in addition to what was taught. Additional rewards are given | * ***If the assignment does not have its own rubric, it will default to the rubric on the left.*** * All assignments start at 10/10 possible points * 1 point is deducted per infraction   + Lateness   + Mistakes   + Unprofessionalism   + Not following instructions * Outstanding submissions, or submissions on assignments not marked in “Required Documentation” can reward pogs |
| 10 | You performed as well as can be expected for this class. You show a complete understanding and made no mistakes. You have mastered the subject. |
| 8 | Assignment is complete. You show a good understanding of the subject, but there are mistakes or minor incorrect details. You are ready to move to new subjects. |
| 7 | You show and understanding of the subject, but there are serious errors, or there are pieces you can practically use without understanding them. Remediation needed. |
| 6 | Assignment is incomplete but/or you showed that you understand at least the fundamentals of the subject. Assignment is low effort. Serious need of remediation. |
| 5 | You show minimum effort, assignment is incomplete, or have serious mistakes. You did not demonstrate that you understand the content or purpose of the submission. |
| 0 | The work was not submitted, damaged, seriously incorrect, or unprofessional. The submission is rejected. |
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# Personal Project Progress

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| DocPac clearly describes where to find, download and run, or play the working project. |

# [S] Weekly Scrum

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| DocPac clearly describes where to find Rubric information (with Issue and PR #’s) | | | | |
| Brought Laptop/Steno to SCRUM with Project open | Was ready to fully describe all work done last week in SCRUM | Was fully ready to describe errors and delays in SCRUM | Was ready to describe work selected for the next week | Issue was created, assigned, and clearly outlines the work for the next week |
| Pull Request documents all changes and was submitted correctly | No preventable delays occurred in the previous week’s work | The previous Issue card was properly tracked in the Project board | Problems and delays from the previous week were well documented on the Issue | Previous week’s Issue was completed without obvious errors |

# CIW Chapter 14

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| All labs were completed as described by the course with no errors | All Flash Cards and Quizzes were completed | Labs were submitted as per the DocPac instructions | Labs were submitted before the End-Of-Week due date. |

# Reflection

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| Selected an answer for the first question that is unique to you and this week | Developed a specific plan in the second question | Answers were not repeats of previous weeks | Answers were not copies of assigned work this week |