

Every studio - Check pre-studio work/Weekly Checks completed, Stand-up 10 mins, Review Trello board - (pre studio by mentors) , 10 mins welcome and wrap up, quizzes

Weeks	Seminar(s) MON 12 NOON - 1 PM	Pre- First Studio Work	Studio 1 (Mon) 1hrs 11 - 12 am , 1- 2 PM	Studio 2 (Thurs)3hrs 9- 12 am , 1- 4 PM	Deliverables	Objectives
Week 0	Info session For 3047and 3048	Send client info to the teams				
Week 1 25 Jul 29 Jul	Seminar: What's happening; Discovery Workshops;The Client and the Business Vision; Project Gov, paving the Cowpath	<u>Pre studio 1</u> Team rules, new processes (& DoD) from 3047 <u>Pre studio 2</u> Agenda and minutes Meet and greet (Tuesday) first meeting after meet and greet. Discovery Workshop begins 5.00pm Access Client intro details and discuss as a team Discuss and draw up the ER diagram of the org.	Welcome Back from Staff Starter activities stand-ups, etc.s Review all Pre-studio Prepare for discovery workshop find out about client Agenda for discovery workshop checked by mentors	Stand up + Studio Opening Set up NEW PGP, New Trello Board -Review all Pre-studio work(Check meet and greet minutes) -Discuss client meeting with mentors Work on business vision and presentation -BA leads- discovery workshop - er diagram artefacts/activities/client minutes. Personas. Review skills e.g. BAs expectations (break out rooms by major ideation exercise by majors	-Conceptual ER/Data/Clas s model of organisation studio 2 -Team rules, new processes (& DoD) from 3047	By end of week 1: -meet client and have discovery workshop -Organisation Conceptual ER -Beginning of Business vision report -iteration 1 priorities (complete circle)

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				Wrap up [2
Week 2 1 Aug 5 Aug Workshop Trello card user stories/ acceptanc e criteria Project Gov Diaries	Seminar: Agile Project Gov; Estimation Poker, TDD, modelling organisation entities, modelling your analysis and design	<u>Pre studio 1</u> Work on Business Vision with priorities for iteration 1 report and update the Trello backlog Search for websites that are similar to client requirements and/ or within the same industry or practice <u>Pre studio 2</u> Work on systems Overview (Business Vision) Presentation with priorities for iteration 1 presentation to client Complete any client meeting minutes	Stand up + Studio Opening How reviewing and feedback will work using Trello Ensure understanding and proper use of Project Gov Portfolio Review websites found that are similar to client requirements	Welcome - Stand up + Studio Opening Presentation to client (of Sys/bus vision and Proposed iteration 1 Report and presentation graded (presentation skills Peer Graded by students: - one good thing - one bad thing [feedback on jamboard The whole studio watches but the client is there just for their appointment time organised by student teams [Outside of the studio and recorded before the studio (graded) (if the client won't be able to come during studio time)] Feedback notes and trello accordingly	Reflective Diary due Sunday 11:55pm Bus/ sys vision and Iteration 1 report due Wed 3rd Aug Presentation to client of Bus/sys vision and priorities of Iteration 1 in studio 2 Feedback fruits (after Friday)	<u>By end of week 2</u> Present to clients Business vision/Systems overview and Iteration 1 for agreement User stories and acceptance criteria started Trello updated Dev started Project Gov Portfolio set up and being used

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				<p>Gather together for a discussion of presentations</p> <p>-Work on iteration 1 Tech mentor review local dev env setup CakePHP, dev folders(dev, mentor, client/production) setup</p> <p>Look at implementing ER model in CakePHP</p> <p>Wrap up</p>		
Week 3 8 Aug 12 Aug	Seminar: TESTING UX/UI BTE, BTB BTC	<p><u>Pre studio 1</u> Work on iteration 1 User stories being written, dev underway</p> <p><u>Pre studio 2</u> Work on iteration 1</p> <p>Check out more websites that are similar to what the client wants</p> <p>Showcase Iteration 1 build so far, best bits, to client</p>	<p>Stand up + Studio Opening</p> <p>Workshop CMS -Tech problems, Hints and help - by team or studio - depends on what's needed</p> <p>-Work on iteration 1</p> <p>Wrap up</p>	<p>Stand up + Studio Opening</p> <p>Work on iteration 1 (no authentication to be implemented, yet)</p> <p>Complete form about goals to achieve for their career</p> <p>security - what is important - need a list, by studio</p>		<p>By end of week 3 showcase what team has so far to client</p> <p>Building and testing continuing user stories and acceptance criteria completing for iteration 1</p>

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				BAs, Techs, meet across studios to discuss project problems and support each other Wrap up		
Week 4 15 Aug 19 Aug	Seminar: Implementation Planning	<u>Pre studio 1</u> Work on iteration 1 <u>Pre studio 2</u> Work on implementation plan	Stand up + Studio Opening Work on iteration 1 Bring any problems to the studio. Work on an implem. plan for completion of the unit	Stand up + Studio Opening Work on iteration 1 Review and grade handover client acceptance testing and integrity testing report with explanation of proposed functions that are not going to be delivered Prepare for integ./usability/QC testing by the end of studio Work on an implem. plan for completion of the unit Wrap up	Submit acceptance testing and integrity testing report during studio Iteration 1 build due end of studio 2 Implementation plan submission due Sunday 11:55pm end of week 4 - 21st august	By end of week 4 iteration 1 complete and out to mentor for integrity testing

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					Reflective Diary due Sunday 11:55pm	5
Week 5 22 Aug 26 Aug	Seminar:Quality : walkthroughs, reviews; Team issues- cultural differences poll in here	<u>Pre studio 1</u> Feedback from mentors for iteration 1 Working on improving iteration1 Retrospective for iteration 1 after feedback from mentors. <u>Pre studio 2</u> Out to Client for validation (UAT) -Work on new requirements with client for It 2 priorities	Stand up + Studio Opening Working on and fixing iteration 1 Feedback & Grade Implementation plan Review retrospective	Stand up + Studio Opening Peer review team's iteration 1 (team to team) BAs, Techs, meet across studios to discuss project problems and support each other. Start on iteration 2 new requirements Retrospective fixed version to PGP Wrap up	Retrospective studio 2 Implementati on Plan Sunday 21st august Feedback fruits (after Friday)	By end of week 5: iteration 1 complete and out to client for validation (UAT) and possible deployment Iteration 2 new priorities agreed (full circle) User stories/acceptance criteria begun Dev begun Implementation plan fixed and out to clients
Week 6 29 Aug 2 Sept	Seminar: Responsibility of IT professional; Feedback from last week; Hosting services/security issues	<u>Pre studio 1</u> Work on iteration 2 User stories being written, dev happening	Stand up + Studio Opening Review and grade Iteration 2 initial report; Present to	Stand up + Studio Opening	Iteration 2 initial report Sunday 28th August 11.55;	By end of week 6 Iteration 2

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		<u>Pre studio 2</u> Work on iteration 2	clients (recorded uploaded to PGP) or clients visit -Work on iteration 2 Wrap up	-Discuss security issues, that teams need to be concerned with for their <u>client</u> Work on iteration 2 Client sign off of imp. Plan sighted by mentors Wrap up	Present to clients studio 1 Reflective Diary Sunday 11:55pm	Agreed with client, user stories/acceptance criteria being written dev continuing
Week 7 5 Sept 9 Sept	Seminar: Interview with Industry Professional/ past students Security Portfolio introduced (teams assigned by now, emails broadcasted)	<u>Pre studio 1</u> work on iteration 2 <u>Pre studio 2</u> Submit acceptance testing and integrity testing report in studio Work on iteration 2 Attack teams mobilised/ comms set up	Stand up + Studio Opening Work on iteration 2 Bring any problems to the studio Code reviews and help by tech mentor Wrap up	Stand up + Studio Opening Work on iteration 2 Review and grade handover client acceptance testing and integrity testing report with explanation of proposed functions that are not going to be delivered (Prepare for integ./usability/QC testing by the end of studio) Review the built system (Tech & BA mentors) Wrap up	Review PIR for iteration 1 (if deployed). Any issues fixed Iteration 2 build due studio 2 with updated acceptance doc	By end of week 7 Check (iteration 1) live system OK iteration 2 complete and out to mentor for integrity testing Attack teams mobilised/ tools ready for diagnostics and pen.testing

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Wee 8 12 Sept 16 Sept	Seminar: User Doc- tech Doc)revisited A different take on TESTING Iteration 2 out live, Iteration 3 - your final iteration begins	<u>Pre studio 1</u> Mentors feedback on It 2 integ test Work on iteration2 improvement Retrospective after feedback from Mentors <u>Pre studio 2</u> Out to Client for validation (UAT) Work on new requirements with client for It 3 priorities Attack teams diagnostics and pen testing commence Out to client for acceptance testing. Clients to video their acceptance testing, if they want to	Stand up + Studio Opening Working and fixing iteration 2 Team rules on security are we complying? Wrap up	Stand up + Studio Opening Peer review team's iteration 2 (team to team) BAs, Techs, meet across studios to discuss project problems and support each other. Start on iteration 3 new requirements and client feedback Work on User/Tech guide Wrap up	Retrospective Reflective Diary due Sunday 11:55pm	By end of week 8: Iteration 2 complete and out to client for acceptance testing and possible deployment
Week 9 19 Sept 23 Sept	Seminar: Are we there yet - handover and finalising Interview with industry professional	<u>Pre studio 1</u> Work on new requirements with client for It 3 priorities Prepare iteration 3 report and presentation <u>Pre studio 2</u> User stories being written, dev happening Work on iteration 3	Stand up + Studio Opening Review and grade Iteration 3 initial report and then presentation to clients (recorded uploaded to PGP) or clients visit -Work on iteration 3 Wrap up	Stand up + Studio Opening Work on iteration 3 Work on User/Tech guide Wrap up	Iteration 3 initial report Sunday 18th September 11.55 and then presentation to clients studio 1	By end of week 9 Iteration 3 new priorities agreed (full circle) Iteration 3 user stories/acceptance criteria being written dev continuing

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Semester Break 26 Sept 30 Sept	Work on iteration 3					
Week 10 3 Oct 7 Oct	Seminar: Career help, Seminar: EXPO, Elevator pitches	Pre studio 1 Work on iteration 3 <u>Pre studio 2</u> Work on iteration 3, -User/Tech guide	Stand up + Studio Opening Working iteration 3, reviewed by mentors in the studio. Work on iteration3 Wrap up	Stand up + Studio Opening Review and grade handover client acceptance testing and integrity testing report with explanation of proposed functions that are not going to be delivered (Prepare for integ./usability/QC testing by the end of studio) Review the built system (Tech & BA mentors) Peer review team's iteration 3 (team to team) Fixing iteration3 Wrap up	Review PIR for iteration 2 (if deployed). Any issues fixed Iteration 3 build due studio 2 with updated acceptance doc Reflective Diary due Sunday 11:55pm	By end of week 10 Check (iteration 2) live system OK Iteration 3 to mentors for integ testing.

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Week 11 10 Oct 14 Oct	Expo reminder Final Handover Recap	<u>Pre studio 1</u> Mentors feedback on 3 integ test Work on iteration3 improvement Retrospective after feedback from Mentors <u>Pre studio 2</u> Out to Client for final UAT Retrospective for iteration3 Prep for Expo Work on final fixes Submit final acceptance testing report Final system QC'd out of studio time	Stand up + Studio Opening Prepare for EXPO Feedback & Grade retrospective fixed version to PGP Practice Elevator Pitch Grade final acceptance testing report	EXPO Final system QC'd in studio by mentors discussed with teams Review client UAT feedback	Submit final acceptance testing by Sun 9th October -Send the final acceptance testing report to clients	By end of week 11 Final system and acceptance test out to clients Quality control completed EXPO complete
Week 12 17 Oct 21 Oct	Seminar: The End Life after Monash Interview with industry professionals.	<u>Pre studio 1</u> Work on final fixes Work on Handover Final system QC'd in studio by mentor before studio2 Submit User and Tech guide <u>Pre studio 2</u> Work on final fixes Check acceptance testing with client	Stand up + Studio Opening Fix any issues with final build from re-acceptance testing Review and grade user/tech doc. Wrap up	Review client UAT feedback, client sign off of system Organise exit interview and any final handovers Review Handover Package including review governance portfolio Work out times for week 14 meeting (whole team) and any further consults to get stuffKeep mentors informed of any issues that arise. Farewell to teams	Handover package Final User /Tech guide Reflective Diary due Sunday 11:55pm Feedback Fruits (after Friday,	Final system live handover package Arrangements made for handover and exit interview week 14 onwards. Final user/tech guide completed

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SWOT Vac (week 13) 24 Oct 28 Oct						10
Week 14 31 Oct 4 Nov			Client sign off of system + Exit interview and any final handovers Final Handover Package including review governance portfolio + Final User and Tech guide			
Week 15 7 Nov 11 Nov						