CODE & FIX METHOD

Ponder 01

# REFLECTION

This plan is not viable for the following reasons:

* There’s no specifications/requirements phase
* There’s no design phase.
* The coding phase lacks a way to divide the project into manageable and measureable steps. All the team organization in the world can’t solve this.
* We aren’t producing any documentation other than the user manual, and I have no idea how Teri is actually going to be able to make the manual since our product may never be finished.
* Because we’re using code & fix, we don’t have any tests/testers. This alone will sink a large project. We will be swimming in bugs and unusable code.

We’re not utilizing our resources as well as we could. It would be ideal to make specifications/requirements, design the project, divide the code up following our design, create tests, and be able to verify that our project meets our requirements.

# PLAN

# MEETINGS

## Kick-off Meeting

* + 1. **Participants**

All software engineers, the UX designers, Teri, and I will attend this meeting.

* + 1. **Agenda**
* Present the contract
* Discuss potentially difficulties
* Assign teams and roles.
  + 1. **Goal**

Get this project started on the right foot. (Because who starts on the left foot?)

* + 1. **When**

The start of the workday after we receive the contract.

## Weekly Follow-up

* + 1. **Participants**

Team Lead, Product Managers and Section Leads

* + 1. **Agenda**
* Discuss difficulties with the project or people
* Make plans to resolve difficulties
  + 1. **Goal**

Keep the project progressing, address difficulties as they arise

* + 1. **When**

Weekly until the project is complete

## 1.3 Delivery Meeting

* + 1. **Participants**

Team Lead, Section Leads, Product Managers, and Teri

* + 1. **Agenda**
* Review the contract to ensure we’ve met it
* Review the user manual for accuracy
  + 1. **Goal**

**Ensure we met contract and that our user manual reflects our actual product.**

* + 1. **When**

The start of the workday after we receive the contract.

# DOCUMENT – USER MANUAL

## **Author**

Teri

## Audience

University IT who will perform the integration of our software

## Purpose

Detail how to integrate our product

## Distribution

Delivered via email

## Deadline

Delivery day

# ROLES

## Team Lead

* + 1. **Qualifications**

**Experienced programmer and problem solver. Willing to work on things that others find difficult or are unwilling to pick up. Able to encourage and inspire others to produce quality work. Respected by others at work.**

* + 1. **Responsibilities**

**Assign tasks to section leads. Solves workplace disputes. Works on difficult or unenjoyable sections of the projects to keep the product progressing towards completion. When not fulfilling these responsibilities, the team lead is a developer, joining whichever team needs the most help.**

* + 1. **Who?**

I will fill this role

## Product Manager

* + 1. **Qualifications**

**Experienced problem solver. Positive, professional attitude. Good time management skills. Clear communication skills. Software Engineer**

* + 1. **Responsibilities**

**Product Managers are the go-between for our development teams and our clients. They act as a product expert for the developers, answering developer questions on behalf of the clients and vice versa, freeing developers of the hassle of directly communicating with the clients. Product managers are also responsible for keeping the development teams working on the right thing at the right time. They prevent scope creep and keep developers focused, and delivering on time. Outside of these responsibilities, the product manager is a developer for their team. Each dev team has one Product Manager.**

* + 1. **Who?**

**Ingrid, Jack, Emily**

## 3.3 Section Leads

* + 1. **Qualifications**

**Experienced programmer and problem solver. Willing to work on things that others find difficult or are unwilling to pick up. Able to encourage and inspire others to produce quality work. Respected by others at work.**

* + 1. **Responsibilities**

**The technical lead of a development team, a section lead is a resource to the rest of the team when problems arise. Has the final word on technical decisions related to their teams assigned task. Outside of these responsibilities, the section lead is just another developer for their team. Each team has one Section lead.**

* + 1. **Who?**

**Abe, Britney, and Doug**

## **Developer**

* + 1. **Qualifications**

**Software Engineer. Works at our company.**

* + 1. **Responsibilities**

**Under the guidance of the section lead and product manager, the developer is responsible for transforming donuts and caffeine into code. Each team has 2 dedicated developers.**

* + 1. **Who?**

**Claire, Frank, Grace, Holly, Keith, Larry**

# CHECKPOINTS

## Start

**4.1.1 Exit Criteria**

Once we begin coding, we have reached this checkpoint.

**4.1.2 Time Estimate**

We will reach this checkpoint in the afternoon of the first day we begin working on the project.

## Finish

**4.1.1 Exit Criteria**

Once we have completed the delivery, we have reached this checkpoint.

**4.1.2 Time Estimate**

We will never reach this checkpoint with this methodology. If an estimate must be provided, let’s say 5 years.