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# March 30, 2020 Sprint Report

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[Project Community Partner Meeting Notes (03/27)](https://docs.google.com/document/d/1dP-4uQh2kZdEaN0CePO9psPAm3YI2AuNJl-1CWMAy8s/edit?usp=sharing)

[Project Schedule](https://docs.google.com/document/d/1Khg0goxF9kqvc-aicnQ0l8Bs42wHMonFEC0pvzihi3E/edit?usp=sharing)

## Contents

**Accomplishments Since Last Sprint** [**2**](https://docs.google.com/document/d/17IDWG0pr7REPaTY_2JhzO5XxJ4oGEcSa5aYtbdSTGCw/edit#heading=h.xmb0ainrxxfc) **Individual Time Breakdown 3  
Blocks and Problems 3**  
**Goals and Targets for Next Sprint 4  
Community Partner Relationship 5**

*Executive Summary*   
This week, our team primarily focused on wrapping up final changes on the desktop and mobile wireframes and communicating our completed wireframes to the third-party software developer, Mark. During our client meeting on Friday, we were able to successfully present our final versions to him via Google Hangouts and hear his feedback, questions, and overall estimate on finishing the product before our final presentations. We were able to confirm that the developer is able to complete the development on time as well as provide a cohesive admin user experience to Jaren while additionally getting confirmation on his willingness to schedule a follow-up meeting for the team to check in and answer questions.

# Accomplishments Since Last Sprint

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Title** | **Description** | **Member (Hours)** | **Date** | **Completed or In-progress** |
| Make final adjustments to mobile wireframes and consolidate information | We have worked with AACI to make revisions to our mobile wireframes and web wireframes. We plan to take their further input to make some small design changes to the wireframes we currently have. | 2 (Lena, Mark) | 3/27 | Completed |
| Make backend documentation and backend design decisions | After consolidating the wireframes, we can document the backend database plan so that we can have a clearer goal when implementing the prototypes. This includes database fields design, fields requirement (hyperlink and dynamic rich texts), etc. | 2 (Cindy, Vaishnav) | 3/26 | In-Progress |
| Continue user experience documentation | As we continue to build our wireframes, we will work on clearly labeling the interactions that the end user can have with the webpage, as well as documenting the code and design decisions made for long-term maintainability. | 4 (All) | 3/26 | In-Progress |
| Deliver wireframes to Mark | We are currently receiving coding assistance for CraftCMS from AACI’s third-party developer, Mark Busnelli. This week, we will touch base with him to deliver our wireframes so that he can help us begin coding the actual pages. | 3 (All) | 3/27 | Completed |

# Individual Time Breakdown (Excluding Class)

|  |  |  |
| --- | --- | --- |
| **Name** | **Main Tasks** | **Total hours** |
| Vaishnav Balaji | Team meetings, Meeting with clients and external developer, Sprint report, Backend design decisions, Discussions on documentation of user experience | 9 |
| Mark He | Team meetings, Summarize our final design prototypes and propose to our client, Review and changes project proposal, Meeting with clients and the external developer, Sprint report | 10 |
| Lena Li | Team meetings, Summarize our final design prototypes and propose to our client, Review and changes project proposal, Meeting with clients and the external developer, Sprint report | 10 |
| Cindy Su | Team meetings (discussion of final design decisions, discussion on documentation of user experience), Meeting with clients and the external developer, Sprint reports | 9 |

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# Blocks and Problems

This sprint, we are moving forward quite smoothly, making progress and hitting our goals set last week. However, we did have some concern along the way that was eventually resolved. As mentioned in our last sprint report, we were very well on our schedule but we did realize that we were spending a lot of meeting time going back and forth on mostly minor design decisions. In the beginning of this week, we sent over our final wireframes to our clients and requested some final feedback before the next client meeting we can deliver them to the external developer, Mark, as soon as possible. A few days went by, and we did not receive a solid reply on when we could get feedback. We as a team grew a little concerned because we were afraid that we were on the trajectory to spend yet another meeting talking about minor fixes and not being able to start code implementation as a result. Not wanting to face the risk of being behind the schedule, we decided to be more active and communicated that we would like to either receive feedback and deliver our wireframes to Mark before the meeting or we could invite Mark to the meeting and go over the design together. We eventually went with the latter and were able to explain some design details. Since we were able to communicate our concern, we were able to remove a potential block on our way.

# Goals / Targets for the Next Sprint

|  |  |  |  |
| --- | --- | --- | --- |
| **Title** | **Description** | **Hours (members)** | **If it appeared again, why?** |
| Software Documentation | Continue making backend documentation and backend design decisions on our current wireframes. In addition, clarify with Mark if there are any changes made. | 3 (Cindy, Vaishnav) | This is an ongoing process with our clients as we continue to discuss future software decisions. |
| Design Documentation | Continue user experience documentation relevant to front-end wireframes. In addition, clarify with Mark if there are any changes made. | 3 (Lena, Mark) | This is an ongoing process with our clients as we continue to discuss future design decisions. |
| Follow up with client’s third-party developer to progress on page design | Continue to schedule follow-up meetings with Mark to check in on progress, clarify any aspects of the wireframes, and provide relevant information. | 1 (All) |  |
| User-testing | Find available users that are able test and provide user feedback on website once completed; plan interview/questionnaire | 2 (All) |  |

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# Community Partner Relationship

We planned for this week to be our last week modifying the design of the website, and we transitioned to the actual development of the website pages during the meeting. Thus we made a design summary and pushed for feedback before the meeting on Friday. Our clients have a very agile work schedule this time, and they provided us with useful feedback on time. We also presented our project proposal, and after some revisions, our proposal was successfully signed and approved by our client Jaren.

Since we planned to start the actual development of the website, we requested Mark, the external developer, to also join the call to gather his thoughts on the design and our timeline. Since he mentioned that he would be busier for the next two weeks and more free after, we can do other things like documenting the design decisions to speed up the development process for Mark. We also received confirmation from Mark that he would finish the development of the website before our final presentation.

Based on our initial proposal, we generally fulfilled the initial expectation set by our clients, which is to communicate with each other and propose a great design prototype for Mark to develop and maintain. We discussed our future responsibilities and clarified expectations with them. Although our clients don’t have specific requests and requirements from us for now, they would be happy if we have great documentation and communication to speed up Mark’s development process. They also think that we can propose any goals ourselves that would benefit us more during the project. Since our role in the actual development process is more on user research and front end development, the communication experience with backend developers (in this case, Mark) would be a valuable learning process for all of our members. We will figure out more of our responsibilities and goals during the development of the website pages and we will keep our clients updated.

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