* CSC3003S Capstone Project — Stage One

Roles [9 Marks]

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| Project Abbreviation and Name | AI-Web - A web application for the AI research community in South Africa |
| Client/Supervisor + email | Deshen Moodley, deshen@cs.uct.ac.za |
| Tutor + email | Jane Imrie, IMRJAN001@myuct.ac.za |
| Date | 04/08/2022 |
| Team Members | Student Number, First and Last Name, email |
|  | KHSSHR001, Shreeya Khoosal, khsshr001@myuct.ac.za |
|  | ORRKAU001, Kauthar Orrie, orrkau001@myuct.ac.za |
|  | UPDRAU001, Rauseenah Upadhey, updrau001@myuct.ac.za |
| Team Leader [3] | **Shreeya Khoosal**  *Job Duties:*   * Coordinate meetings * Allocate tasks according to relative strengths/skillsets of team members * Develop long term schedule/plan for development * Act as ScrumMaster * Monitor project progress across sprints to ensure that current trajectory feasibly meets deadline * Ensure that team is motivated//focused/productive * Conduct retrospectives to encourage feedback and promote team growth   This role is fixed for the duration of the project. However, Kauthar will assist Shreeya in coordinating meetings, allocating tasks and monitoring progress. |
| Architect [3] | **Rauseenah Upadhey**  *Job Duties:*   * Split project into iterations * Split iterations into tasks * Coordinate integration of different software components * Finalise the design outcome * Ensure that the current progress aligns with the core functionality of the web app * Decides which tools and frameworks best fits the design of the application   This role is rotated amongst team members. However, Rauseenah remains the head Architect for this project. Should Rauseenah require assistance, team members can step in. |
| Communicator [3] | **Kauthar Orrie**  *Job Duties:*   * Set up and maintain communication channels * Liaise with client * Ensure programming data is backed up and up to date between team members * Set up weekly progress meetings to ensure deadlines are being met * Keep track of progress reports * Submit all required documents to submission portals * Keep up with relevant submission requirements and communicate this with team * Make notes in client meetings and internal team meetings * Document testing and implementation of application   This role is interchangeable; however, Kauthar is the head communicator for the project. It is understood amongst team members that should Kauthar require assistance in this role, team members can step in. |