**Process report**

**~Course: Prop**

**~Group: 6 Tech Quest**

**~Members:**

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# **1.Global work division**

## **1.1 Week 1:**

**Who did what:**

* Atanas Draganov➔ preparing for the meeting with the client
* Kien Do ➔ preparing for the meeting with the client
* Abdullah Alkhalaf ➔ creating the logo and the name for the group
* Andreea Dumitru➔ creating the agenda and minutes docs

➔ creating the process report

## **1.2 Week 2:**

**minutes:**

* Overall informational introduction about ProP provided by tutor.
* Discussing on who is going to be the team leader. Everyone approves that Atanas Draganov is the team leader.
* Discussing about the team’s name and logo, type of event. Team members receive feedback from tutor.
* Discussing the questions on deadlines and deliverables for next week:
* What are there to be delivered next week? What are the deadlines for the deliverables?
* Discussing the questions arises from the ProP student workbook’s contents:
* Is the project required to use real money during transactions? Answer: No
* Should we build separate applications for different tasks or combine all of them together into one big application? Tutor advised to build separate applications.
* Discussion on group’s process reports, set-up documents, project plan, agendas and minutes of every meeting
* Does the team have to provide agenda before every meeting? At least one day before the meeting.
* When to deliver minutes of every meeting? One day after the meeting.
* Do we have any specific process report, set up document, project plan, agenda and minutes templates? No but there are a few good examples.
* Discussion on the next week's meeting with the client:
* Where to find information of the client? On Fontys’ website.
* When and where the next meeting will be held? It will be arranged by the team.
* Way of working with the client: Prepare agenda for the meeting and make a minute after the meeting. Avoid heavy-technological questions for the client.
* What should be discussed during the meetings? Depends on the team. Agenda items should be well-organized.

**Who did what:**

* Atanas Draganov➔ working on project plan v1
* Kien Do ➔ create the agenda and minutes for week 2
* Abdullah Alkhalaf ➔ create wireframes

➔ create website (front end)

* Andreea Dumitru➔ working on the setup document

## **1.3 Week 3:**

**minutes:**

* Overall informational introduction about the Agenda items.
* Questions from team members to the client:
* What is the estimated number of people who are going to attend the festival? Client expects 5000 people to attend the festival.
* Is there any age restrictions for purchasing alcohol during the event? Client expects people who buy alcohol to have a driver's license or an ID card.
* When will the event start? This event will take place in January so the client expects a functional website as soon as possible for selling tickets.
* What should be the name of the event? The team decided and chose “Kuierpad Winterfest” as the name of the event.
* Are there any restrictions for the quantity of each type of items? No, but for now client wants at least 20 types of items.
* Feedback and expectations from client on the wireframes:
* The event will not take place in Eindhoven.
* The team should design a logo for the event.
* Client wanted the review feature to be accessible only for people who attend (being present) the event.
* In the wireframes, client suggested there should be a sign out button in the user control panel page (after the user purchase ticket(s) and login).
* Client expected that a user can choose to be included in a group campspot.
* Client suggested that the team should have a copyright for the website.
* Client suggested that the website should allow users to see their payment history.
* As the weather can be rainy, client expected that there should be an E-ticket being sent to the user’s email.

**Who did what:**

* Atanas Draganov➔ working on GUI’s for the C# applications
* Kien Do ➔ working on database design, create agenda and minute
* Abdullah Alkhalaf ➔ Update wireframes(user control panel)

➔ update website (front end)

* Andreea Dumitru➔ working on the setup document

## **1.4 Week 4:**

**minutes:**

* Feedback from tutor on the setup document:
* In the process section, the employee process is missing.
* The functional requirements for employee are missing.
* In functional requirements section, requirements relating to RFID should be removed and replaced by QR-code.
* Employees are also included in users of the applications.
* Make clear of how to use the QR-code in the process section.
* GUI design and database design need to be included in the setup document.
* Feedback and expectations from client on the wireframes and sample web pages:
* Separate QR code for the camping spot.
* Feedback on the database design:
* More important entities should be added.
* Missing relationships between entities.
* Questions from team members:
* What does the term “checking payment status” mean? Payment status allows a user to track whether the payment is processing, pending, failed, paid,...
* Should loaned materials and food/drink be separated as different table in the database? It depends on the team’s design but separated tables are recommended.
* Are the users allowed to reserve several camp spots? Yes, that’s possible.
* Team discussion:
* Misunderstanding of the term “camping spot”: One camping spot is for exactly one person. But in fact, one camping spot has 6 beds for a group which can be registered by one person.
* Extra feature: Refundable ticket is another extra feature.

**Who did what:**

* Atanas Draganov➔ working on GUI’s for the C# applications
* Kien Do ➔ create agenda and minute, working on database design v1
* Abdullah Alkhalaf ➔ Update wireframes(Admin control panel)
* ➔ update website (front end)
* Andreea Dumitru➔ update the setup document

## **1.5 Week 5:**

**minutes:**

* Feedback from tutor on the project plan v2:
  + In the constraints , tickets are not necessary.
  + Process report and web front end are deliverables.
  + Time, language and programming language are good constraints.
* Feedback from tutor on the setup document v2:
* Feedback from tutor on the process document:
* Feedback from tutor on database design v1:
* A table for Employee is not necessary
* Feedback from tutor on GUI samples :
* Questions from team members:
  + Atanas :
  + Andreea:
  + Abdullah :
    - Are the process report and web(front end) deliverables ? yes they are deliverables.
    - The festival is international which language should we use? About the language use English in the website and applications
* Kien:
* Should we add refundable tickets as an extra feature? Yes, it is possible
* Should we separate the store into 2 types (one for sell items and the other for loan items)? It would be easier to separate the store types.
* Limitation of the camping spots that one account can reserve should be one? Yes, that’s possible.

**Who did what:**

* Atanas Draganov➔ working on GUI’s for the C# applications
* Kien Do ➔ working on database design v2
* Abdullah Alkhalaf ➔ updating project plane v2.

➔ update wireframes v2.

➔ create agenda and minutes.

* Andreea Dumitru➔ update process report

## **1.6 Week 6:**

**minutes:**

* Feedback from the client on the project plan v2:
  + Missing ATM application in the Applications section.
  + Employee table and employee account are not necessary in the database.
  + Specify the starting date and the end date
* Feedback from the client on the wireframes:
* The download ticket button should allow the user to download all the tickets (even the tickets that he/she purchases for his/her friend).
* The admin control panel should have a separate selection screen which allows admin to select the visitor that he/she wants to view his/her information.
* The statistic page should show how the data changes overtime. Ideally, the client wants a type of chart, like a pie chart to represent the statistic.
* Feedback from the client on Database design:
* The client wants a specific camping spot belongs to only one specific account.
* The client agrees with the design of the store, which is the design of two different types of store (one for selling food and drinks and the other for loaning and returning materials).
* Feedback from the client on GUI samples :
* The GUI should include the “returning items” option.
* Team discussion:
* Decision-made: The team agreed to remove the “We want to stay in the same camping spot” option select button in the “Buy ticket step1” page in the wireframe.

**Who did what:**

* Atanas Draganov➔ working on GUI’s for the C# applications
* Kien Do ➔ create agenda and minute, working on database design v2
* Abdullah Alkhalaf ➔ update website (front end)
* Andreea Dumitru➔ update the setup document

## **1.7 Week 7-9:**

We were done with deliverables for block 1 so we were preparing for the exams.

## **1.8 Week 9:**

**minutes:**

* Feedback from the tutor on the GUI application:
  + Remove the quantity from the product page.
  + A user should have an option to change the quantity of product he/she orders
  + We have a dispatch log file (a bank document) to read from the ATM machine. Then we should have an application to load the log file and update the query in the database.
* Feedback from the tutor on Database design:
* Table for the stores ( or loan stands) are not needed as we assume that there exists only one store.
* One specific camp spot contains different campers. (Each account belongs to only a specific camp spot).

**Who did what:**

* Atanas Draganov➔ QR code reader application
* Kien Do ➔ create agenda and minute, working on database
* Abdullah Alkhalaf ➔ signup +login pages
* Andreea Dumitru➔ loan shops application

## **1.9 Week 11:**

**minutes:**

* Feedback from the tutor on the GUI application:
  + It’s risky to lower one’s account balance when the user automatically scans his/her QR code. Instead, there should be a way to check if the user’s balance is sufficient enough for the transaction once the user scans the QR code.
  + In the ATM section, we should get rid of the “Save” button as it is unnecessary. Change the “Create a new ATM file” button to “Load” as the button function is only to choose (load) an already created log file from the computer.
  + Try to look for an existing library for the QR code function in the C# application.
* Feedback from the tutor on the wireframes:
* Nothing much has changed from the last meeting
* Feedback from the tutor on Database design:
* We should get rid of the status table and camp spot status table. Instead, having a boolean attribute will be ideal.

**Who did what:**

* Atanas Draganov➔ QR code reader application
* Kien Do ➔ food shops application, check in/ out application
* Abdullah Alkhalaf ➔ purchase tickets pages
* Andreea Dumitru➔ loan shops application

## **1.10 Week 13:**

**minutes:**

* Team discussion:
* Questions:
* Should we have a page for admin (admin control panel)? Yes, but we are missing that page right now.
* What device to use when we scan the QR code? We use laptops.
* Should we have a username? No, it’s not necessary.
* Decision-made:
* The team agreed that the user should create an account first to be able to purchase his/her ticket for him/herself.
* We decided to create a sign-up page on the website.
* In the website, when the user clicks on the “Ticket” button, he/she should be directed to the login page if he/she doesn’t have an account.
* We decided to have an account page, in which the user can see his/her details (email, password, last name, first name, phone number..), see his/her QR code, see his/her balance, download his/her E-ticket and should be able to change his/her password.
* We agreed to divide the work of the applications and assign it to each member of the team:

**Who did what:**

* Atanas Draganov➔ QR code reader application
* Kien Do ➔ ATM reader , Kien needs to populate tables in the database
* Abdullah Alkhalaf ➔ Admin controle panel (dynamic column charts)
* Andreea Dumitru➔ Loan shops Application

## **1.11 Week 15**

* **minutes:**
* Question and feedback from the tutor
  + To Atanas: “Do you any library for the QR code reader?”. Yes, Atanas uses a QR code library
  + Atanas has some problems with reading the QR from the application, but it turns out that the problem is with the brightness of the picture and distance between the picture and the laptop’s camera.
  + Atanas has clear explanation of his code and the use of QR code library.
  + To Atanas:” Have you tried other QR code libraries?” No, he has not.
  + Team members can actively contact and book a meeting with the client if some functionalities of the applications and website are ready.
* Process on the web pages:
* Work division is clear from the last meeting on who does which web pages and which applications.
* Registration, login and logout functions are still not finished.
* Ticket-buying functionality is not yet finished.
* QR code reader functionality is finished and successfully pushed on GIT.

**Who did what:**

* Atanas Draganov➔ QR code reader application, Entrance Application, Camp spot Application
* Kien Do ➔ ATM reader, Food-n-drinks Application
* Abdullah Alkhalaf ➔ Admin control panel , User Account
* Andreea Dumitru➔ Loan shops Application

# **2. Mark justification**

# **3. Individual reflections**

**Abdullah**

* Positive attitude, willing to ask problem. But not experienced and advanced, needs more exercise
* Sometimes keep silence instead of discussing in the group and meeting. Should be more talkative and creative.
* Sometimes underestimated how much work is left to be done. Should try not to underestimate the amount of work that has to be done.
* Grew a lot as an individual, should gather more with the team so I get to know them even better.
* I need to be more active on discussions in the weekly meeting. Try to find more questions to share with teammates and find the solution together.

**Kien Do:**

* Kien is active during discussion and is willing to give his opinions and raise his questions about things that he doesn’t know. He actively contributes to the team planning, milestones and meeting agendas/minutes.
* Kien’s time management skills are poor and therefore often misses his milestones in the implementation phase.
* Kien’s lack of knowlegde and experience makes his way of working ineffective.
* Kien has grown a lot as an individual and as a team member of a group project. He’s had more insights into the ICT-industry and gained experiences about working as a ICT-developer.

**Atanas Draganov:**

* Sometimes keeps silence instead of actively discussing his ideas.
* Time management skills are poor and he needs to work on that.
* Was not very prepared in the start since the knowledge he had was not enough. During the implementation he used a lot of new information.
* Overall, Atanas has grown as an individual and learned how to work in a team environment.

# **4. Group reflections:**

1. **Backward-looking:**

* Before we started, everyone in our team knows little to nothing about this project. Most of the members in our team haven’t done anything similar to this project.
* Time-management skills, communication skills need to be improved. Everyone should be more responsible and contribute more to the project.
* The biggest problems that our group faces are lack of knowledge about programming and web development technology, lack of experience about how to approach a project properly.

1. **Inward-looking:**

* As a group, we discuss every problem within and without our group openly. Everyone is encouraged to speak out problems that one has individually or with the group.
* We divided the work within the group fairly and assign the work to each team member based on one’s strength and weakness.
* Communication skills are poor within our group. Some members underestimate commnunication which leads to missing milestones as planned.
* Our group consists of inexperienced members so the thing that we find the most frustrated as a team is lack of knowlegde about programming, web technology and how to co-operate properly.
* Our standard for this project is to meet the requirements of our client. Any further extension is encouraged.
* We have learned a lot about ourselves as we worked on this project - how each of us deals with difficult problems and frustration, how we have grown throughout this project.

1. **Outward-looking:**

* Our team’s work division is a bit different from some other teams. In oservation of the other teams, we notice that how they divide the work is different from us. Some teams prefer to distribute work of their website and their applications equally between all teammates, which means that everyone in the team works on both the website and the applications. On the other hand, we assign the work of website to one member of the team and the work of the applications to the other three members.
* If we were the teachers, we would give this project between a 6 and a 7 grade. The reason behind our grading is that we have the developing citeria of documentation phase, implementation phase and soft skills.
* We particularly want people to notice is the chart in our website which is automatically updated and helps the admin to see the status of the event.
* If someone else from outside of our team were looking at our work, what they would learn about us is that we emphasize more on the features and functionalities of our website and our applications than on the intuitive design.

1. **Forward-looking:**

* One thing that we want to improve upon is time-management skill and communication skill.
* If we had a chance to do this project over again, we would put more emphasis on weekly milestones and have more discussions between team members.
* Looking at our work, one thing that we would like to try to improve upon is the interface design of our website and our applications.
* For any future project that we will have if we have a chance to work together, we would like to set our goal for the project not just only to satify the client’s minimum requirements, but to extend further and to have extra functionalities and features built in our project.