**Unit33-3.3**

Working with a team using a range of tools & techniques

During the unit33-1.5 exercise, I participated in a collaborative team to establish building individual web pages and merging them to form a team web site.

# Tools

* Microsoft Teams- *collaborative online meeting*
* Trello- *application for teams to use Kanban style method of development*
* Gantt Chart- *planning and progress chart {start to finish]*

# Techniques

## Agile

* Scrum
  + Backlog- ‘*stakeholder’, shares latest needs and wants to the development team, ensuring end product is fit for purpose*.
  + Sprints- adaptable elements of the procedure, completed in a scheduled time frame, relevant to the backlog, [Burndown Rate].
* Kanban- *technique for development (Trello)*

# Delegated Tasks

All team members were tasked with writing a single web page;

* Anna- writing the code for the home page
* Anna & Jay & dan-each contributed to the CSS code for the web site
* Anna- administered the email information
* All added to the Trello board
* Keith- wrote the Gantt Chart