



# Unlock:York

## Individual Report

**Version: 1.0**

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**Author:**

Thomas Talbot



## Group Overview

Within our group I had the role of financial manager. I was happy to take this position as I had previous experience working within financial based companies and was also undertaking modules in Accounting & Finance at the time. The role entailed setting out our financial business plan, consistently producing financial reports, and the completion of a summary report that detailed our sales strategy. This was more of a stand-alone position within the group with the finance running parallel to the project as opposed to it being a central role for all group members. I feel that to an extent this benefitted the rest of the group as I was not dragging other members away from their respective tasks to help me with the finance. Despite this, I strived to ensure that I was also involved in a variety of other tasks within the group, and I feel this is represented by the list of deliverables that I contributed to.

## Contribution to deliverables

- QA Manual
  - Worked as a team of three with Jon and Jack to produce the original QA manual.
- Tender Presentation
  - Helped create content and assisted the three who were presenting in their preparation
  - Helped in the questioning section of the presentation, defending the product idea
- Financial Business Plan
  - This involved creating an upfront statement of how much money we would need to develop our product.
- Financial Reports
  - This involved periodically creating documents that would show our actual against our planned spend, any significant variances were to be explained.
- Financial Summary Reports 1, 2 & 3
  - Created a financial performance review and a final profit and loss statement for the project. This also required that I review how well I have managed the finances and to investigate a variety of different sales strategies for the company.
- Content generation
  - On the kiosk side of the app I generated a large amount of content that was subsequently added to the kiosk.
- Code
  - S02 - Map view, zooming in and out, setting to different levels of detail, clickable POI, click and drag on the map.
  - S03 - GPS on the Map, view location on kiosk, GPS is true across all zoom levels levels.
  - S07 - Addition of content, information and details of various POI's, sPOI's and local companies.
- Testing
  - S02 - Map can be loaded with POIs and can be manipulated (zooming and panning).
  - S03 - Current location on map can be displayed.
  - S07 - POI information can be viewed in a scrollable content pane (Opening hours, Text description, Videos with manipulation on interaction, Audio with manipulation on interaction, photos with zoom ability)
  - KST2 - Application fundamentals
  - KST3 - POI, sPOI viewing
  - KIT4 - Assert that the location of the user is accurately displayed on the movable, zoomable map



- Sales Presentation
  - Preparation in selling prices, sales projections and long-term cash flows.
  - Spoke for a long-term time on all aspects of finance and future options and sales strategy.
- Minutes
  - Helped to assimilate minutes from meetings into Unlock:York style documentation.
- QA Metrics
  - Assessment of the process within the financial documentation.
- Contracts
  - Worked with Lauren to secure YSD contract.
- HTML Tour
  - Helped format documentation into required layout.

## Contribution Outside of Project Deliverables

- Produced a large amount of documentation for the group.
  - Created large amount of documentation and liaised with all members of the group in ensuring documentation was to a high standard
- All work was handed in on time.
  - All work on deliverables was handed in on time.

## Self-Critique

I was slow to begin coding at first which wasn't ideal due to the sheer volume of it. I was delayed in starting due to focusing on my financial element of the project and getting that done to a high standard in time for my deadlines. I was also slightly daunted by the high level of the initial coding. At the start, I was part of more team-based coding which I feel meant my work slipped under the radar to some extent. However, as time went on I became more and more involved and independent in the software aspect of the project, feeling increasingly more confident the more I worked on it.

On a couple of occasions, I did not begin some of my financial documentation until quite close to the deadline, which in hindsight may have made the process more stressful; nevertheless, I did complete everything to a good level and handed it in on time. I feel my timekeeping was generally well managed. There were a few occasions where I'd be running 5 minutes behind, however my attendance has been consistent, as has my contribution.

## Conclusion

On the whole, I have very much enjoyed working with my group. We worked effectively and efficiently as a team, helping and not hindering each other. We cover a broad spectrum of abilities and have each thrived in our respective roles. The workload was divided and carried out in a proficient manner, with each member of the team doing their fair share towards the end result. I have been happy with my contribution to the project, and I feel I have been a valuable member of the team, showing dedication and determination, not only in my given role as Financial Manager, but in other aspects of the project also.

I believe we have built an impressive product, both easily marketable and profitable, and I have very much enjoyed watching it come together to form an end result that we can all be proud of.