**CS 4900 Senior Seminar**

**Team Project 5 – Sprint Review 1**

**Sprint Review**

1. Give a brief introduction of the project to help the stakeholders to recall the progress of the project.
2. Demo your project with a protype or Powerpoint.
3. If there are any stories that the team committed to but did not complete yet since last Sprint Review, share the information with the stakeholders.
4. Discuss the project progress with your stakeholders.
5. Collect feedbacks and more requirements from your stakeholders.

*This meeting is not a decision-making meeting. It's not when we decide if the stories are done; that must happen before this meeting. It's not when we make decisions or commitments about what the team will do during the next sprint; that happens in sprint planning*.

**Team Evaluation from Stakeholders (100 points)**

1. Attendance, look at whether a team member shows up to work or not
2. Helpfulness, whether or not the presentation help stakeholder understand the project
3. Efficiency, whether or not the team’s progress meets the expectation
4. Quality, the quality of the current version of project, how much the requirements from stakeholders have been meet or explained if not meet.

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|  | **Exceed Expectation**  **(25 points)** | **Meet Expectation**  **(20 points)** | **Meet 75% Expectation**  **(15 points)** | **Not Meet Expectation**  **(5 points)** |
| **Attendance** |  |  |  |  |
| **Helpfulness** |  |  |  |  |
| **Efficiency** |  |  |  |  |
| **Quality** |  |  |  |  |

**Evaluation from Teammates (100 points)**

***The team member should be evaluated one by one. When a team member is evaluated, he/she should stay out of the discussion to make the evaluation not be bothered by private relationship.***

***Please complete the following evaluation for each team member.***

1. Attendance, how many percentages of team meeting does the evaluated team member attend, including in-class meeting and out-class meeting. 100%, excellent; 80%, good; 60%, fair; less than 60%, poor.
2. Contribution, whether or not the evaluated team member played his/her role and conducted the assigned tasks.
3. Communication, whether or not the evaluated team member can take the ideas from team members and expressed the willingness of sharing ideas to other team members.
4. Mentor, whether or not the evaluated team member would like to mentor other team members in the area that he/she is familiar with.

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|  | **Excellent**  **(25 points)** | **Good**  **(20 points)** | **Fair**  **(15 points)** | **Poor**  **(5 points)** |
| **Attendance** |  |  |  |  |
| **Contribution** |  |  |  |  |
| **Communication** |  |  |  |  |
| **Mentor** |  |  |  |  |

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**What to Submit**

Submit the presentation to [lichen@valdosta.edu](mailto:lichen@valdosta.edu).

Submit the team evaluation form with signatures (hard copy).

Submit the evaluation form for team members (hard copy), each evaluation form should have the signatures of all evaluators.