Progress Report

By

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# process adherance and quality

Process adherence and quality was achieved through two main procedures. Firstly, documenting the processes that are expected of the team. This includes documentation of things such as architecture diagrams, coding standards, ERD diagrams, mockups etc… all of which can be found in the GitHub repository to plan specify exactly what is expected of the final products. Once this documentation was completed it would be uploaded to GitHub repository for everyone to see and then discussed at the next SCRUM meeting. This is the second procedure that were assure adherence and quality. Each member would discuss at the SCRUM meeting not only what functional tasks they were/planning to work on but also the documentation they had provided for the team about exact specifications in terms of how things should be done and the quality to which they should be done. These documents would be discussed and refined if needed and then these documents would set the standard of how each process would take place and the quality to which it should meet. During review meetings, each task would be reviewed against this documentation.

# customer engagement

Customer engagement was thorough and regular throughout this project and crucial to the end-product. The client would be brought up to date on the progress of the application formally at a minimum of once per week. This would allow them to see the constant progress of the application and provide feedback on how it was progressing. This feedback was documented and can be found in the GitHub repository. The team would then take onboard feedback and integrate this into the solution, making comment of any changes made and why those changes were made. This allowed the project to adhere to the principals of SCRUM making it very agile and very customer-centric.

# Process maturity

The process could mature over the release especially after the completion of the first sprint. This maturity came in the form of better communication between the team and documentation of standards and diagrams in the second sprint. Constant review which has been documented and uploaded to the GitHub repository was crucial in terms of process maturity. Engagement with the client allowed things like modifying the user stories, acceptance tests and prioritization to be completed seamlessly and quickly.

# reflection

The processes that this team followed generally worked well. The team managed to follow the SCRUM principals closely which guided the teams towards finishing the product on time and to the standards that the customer expected. The burndown chart was crucial in tracking the progress along with regular SCRUM meetings. Documentation and planning provided by the team was also helpful in the completion of this release.

# how we implemented scrum

The main features of this team’s SCRUM implementation include, but are not limited to;

* 2x per week SCRUM meeting in person to bring everyone up to date on what each person is working on and what they need to be working on
* Regular online meetings to discuss smaller things and ensure constant communication
* Use of sprint and release plans to focus tasks and produce 4 week sprints of working versions of the application
* Burndown chart to track the progress throughout the sprint
* Engagement with client minimum once per week to get feedback and then improve the product
* Tasks delegated by SCRUM master
* Use of GitHub and constant uploads to ensure everyone has access to everything that the team is working on (including the client)
* Use of user stories and acceptance criteria to guide tasks
* Constant review and reflection along with major retrospective completed at end of sprint 1
* Many other minor contributions added which can be found in GitHub repository

#### All Revisions made to the user stories, tests and prioritization of the project were at the discretion of the client and were signed off on at weekly meetings. No change was made without the approval of the client.

# Revisions of user stories

* Rephrased story 10 to better reflect what the client is looking for; admin needs to be able to add places of interest rather than just updating information.
* Rephrased story 50 to better reflect what the client is looking for; user needs to be able to see markers on map as well as just the map itself.

# agreement on user acceptance tests

* Story 18 acceptance test was changed to better reflect the clients wishes. Instead of pushing to a new page for each different places of interest type use single page and dynamically change what is shown on it.
* Story 23 acceptance test was changed to better reflect the clients wishes. Instead of pushing to a new page for each different places of interest type use single page and dynamically change what is shown on it.
* Story 14 acceptance test was changed to better reflect the clients wishes. Instead of pushing to a new page for each different places of interest type use single page and dynamically change what is shown on it.
* Story 21 acceptance test was changed to better reflect the clients wishes. Instead of pushing to a new page for each different places of interest type use single page and dynamically change what is shown on it.
* Story 26 acceptance test was changed to better reflect the clients wishes. Instead of pushing to a new page for each different places of interest type use single page and dynamically change what is shown on it.
* Story 30 acceptance test was changed to better reflect the clients wishes. Instead of pushing to a new page for each different places of interest type use single page and dynamically change what is shown on it.
* Story 34 acceptance test was changed to better reflect the clients wishes. Instead of pushing to a new page for each different places of interest type use single page and dynamically change what is shown on it.

# customer decisions on prioritisation and release planning

* User story 11 removed from sprint 2