

## **IFB 299 – APPLICATION DESIGN AND DEVELOPMENT**

# **SPRINT 2 RETROSPECTIVE**

**Group 44**

**Due Date: 3<sup>rd</sup> November 2017**

**Tutor: Prakash Bhandari**

**Tutorial Time: 10-12PM Wednesday**

<b>NAME</b>	<b>STUDENT NUMBER</b>	<b>ROLE</b>
Ang Wei Jie Abastain	N9972366	Product Owner
Changyao Xu	N9493085	Developer
Min-Pu Tsai	N9300449	Developer
Woong Jekal	N5052165	Developer / Scrum Master
Yijun Yang	N9552731	Developer

## EFFECTIVE TEAM COMMUNICATION

### **What you did well?**

- Majority of team communication was done through Facebook Messenger to ensure there is good lively communication
- Try to effectively communicate openly and explain what tasks needed to be delivered
- Communication between the members was much more active for sprint 2 when compared to sprint 1

### **What you did not do well?**

- Communication was bit limited due to the fact that each members were busy doing their own things and not participating enough on the project
- Lack of understanding regards to the Django environment for the developers caused lots of issues to discuss about the implantation of the project was still presented
- There was still limited communication present to some members due to ignorance or laziness

### **What will you do differently next time to improve the performance of the team?**

- Ensure that each member of the team is communicating actively by encouraging each member
- Set up fixed weekly meeting that every member must attend while coming prepared for what needs to be done
- Each member must not only be active but willing to put some work to it
- Ensure and highlight the penalty that member gets if they act in a way that destroys the team cohesiveness

## EFFECTIVE TEAM PARTICIPATION

### **What you did well?**

- Helped member who needed some assistance on their task
- Worked on the given tasks that was given as individual
- Constantly asked for team input around the development process and decisions

### **What you did not do well?**

- Not seeking proper feedback from tutor or client about the quality of individual task
- Some activities were done by only one group members due to the fact that some members are unwilling and putting little to no effect on the task

### **What will you do differently next time to improve the performance of the team?**

- Make clear outline that there will be penalty for those who are not actively working and producing work
- Ask tutor regarding the problem that group cannot come to the agreement, and ask for the support
- Try to understand the motivation of the teamwork environment and participate actively

## EFFECTIVE CONTROL REGARDS TO QUALITY OF THE PROJECT

### What you did well?

- Followed the marking criteria for all document and tasks like release plan 2, personal portfolio
- Frequently pushed the work to the GitHub repository so that each member could take part in the project
- Most shared document was upload either GitHub repository or Google drive to allow member to view and check their work progress
- Frequently tested the project work

### What you did not do well?

- Some lack of understanding regards to the required artefacts have cause some work progress to be delayed
- Still not enough knowledge in regards to structure of Django web framework so little participation was done for some members
- Not enough feedback from members due to lack of understanding about the work that is done

### What will you do differently next time to improve the performance of the team?

- Learning about the Django framework works (search online for tutorial in regards to Python, HTML, MySQL or getting help from others) so that there is no clueless member
- Try and estimate much more accurate time frame so that members can work more efficiently and fast
- Make much better standard for the development backend to save much more time for development process

## **EFFECTIVE KEEPING THE TUTOR AND CLIENT INFORMED**

### **What you did well?**

- Each weekly tasks was separated to each members and completed by the due date requested
- Showed client of the current progress and functionality to update what is happening
- Update the GitHub repository regularly so that client and tutor had access to the latest project progress
- Burn down chart was updated frequently to keep up with the progress

### **What you did not do well?**

- Did not receive much feedback from the client and tutor a couple of weeks the progress was delayed
- Not actively seeking for feedback for the project
- Some member were unable to complete their required tasks
- Did not inform tutor about the problem the group were facing about participation

### **What will you do differently next time to improve the performance of the team?**

- Inform client and tutor every week to ensure that the constant progress will be made as promised
- Scrum master should keep track of the progress of the project and make sure that every member is up to date
- Ask tutor to step in and help with the issues regards to project progress

## ISSUES RAISED

### What you did well?

- Communication and participation issue was still present throughout the project due to many factors in regards to the language barrier, knowledge of the subject and attitude toward individual and group work. Woong became our Scrum Master as the project progressed and he was not picked intentionally but rather a natural process as he was more organised and had the better understanding of what was needed to be done for this unit. As a member, some tried their best to keep the project moving even in a situation where some member were slacking off or not participating enough. It was very hard to get the group going in the situation where some members not willing. Some members worked hard to keep the group cohesiveness going so it was a valuable lesson learnt.

### What you did not do well?

- Most of the developers found difficulty of learning and using Django environment due to having no base knowledge or lack of understanding
- The implementation of the Django project and the structures of the code were not discussed in a clear manner as it required basic knowledge of the framework
- The progression of the project was very slow due to the fact that some members are not contributing so only one or two members taking more part than they should have
- Some members still had problem of running the Django server and MySQL so it caused lot of delay on the project
- Sprint 2 was not fully complete because there was no full contribution from each member

### What will you do differently next time to improve the performance of the team?

- If some member are not willing, notify the tutor immediately and try to solve the issue

- As responsible member of the team, each members should be prepared each week about the works that needs to be done and not brining excuse
- Understanding the importance of team environment and team work, and take the responsibility of their own action
- Setting a realistic goals for each sprint so that each sprint is manageable but also achievable by the team
- Not being shy and speak up to the members who are not keeping up with the expected work