

IFB 299 – APPLICATION DESIGN AND DEVELOPMENT

SPRINT 1 RETROSPECTIVE

Group 44

Due Date: 6th October 2017

Tutor: Prakash Bhandari

Tutorial Time: 10-12PM Wednesday

NAME	STUDENT NUMBER	ROLE
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
- Had regular weekly group meeting outside class to discuss the progress and tasks that needed to be done
- Ensure that the individual task was given to each members capability

What you did not do well?

- Some members were hard to meet during the group meeting due to their personal commitment such as work and sickness
- Lack of understanding regards to the Django environment for the developers caused lots of issues to discuss about the implantation of the project
- Slow or lack of communication for some member via Messenger such as no answer or participation caused few issues
- There was very little in regards to active discussion between the developers and client, as each was only focusing on their individual task

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

- Ensure that each member of the team is communicating actively and say something if they do not
- Set up regular fixed weekly meeting online via Skype or Voice chat to ensure all and each member are actively contributing and involved in the project
- Each member should actively check group messages via Messenger and be actively involve (not only checking message but actual question, reply and feedback)
- Setting up short meeting everyday vis Messenger do ensure each member update such as what they did yesterday, will do today and any problem or required feedback

EFFECTIVE TEAM PARTICIPATION

What you did well?

- The tutorial task were separated to each members so that each member share responsibility equally and contribute to the project
- Always asking question to tutor to clarify some misunderstanding and the requirement of the task issued
- Each member successfully completing their individual task confidently from their standard

What you did not do well?

- Not seeking proper feedback from tutor or client about the quality of individual task
- Due to the language barrier for some member found difficult to understand what was actually needed and should be done
- Very little to no feedback between members of each other's work or seek help if there was problem

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

- Have repetitive feedback given to each member after the completion of the work to ensure acceptable standard and quality of the finished work
- Try to get tutors feedback in regards to the progression of the project to ensure that the team is on the right track
- Change or implement any useful feedback given by the tutor into our project

EFFECTIVE CONTROL REGARDS TO QUALITY OF THE PROJECT

What you did well?

- Followed the template guideline format for all documents such as user story, sprint and release plan
- The work was checked by the Scrum Master to ensure that each member is completing the giving task
- Every document was upload either GitHub repository or Google drive to allow every member to view and check

What you did not do well?

- Some lack of understanding regards to the required artefacts have cause some less quality work standard
- Not enough knowledge in regards to structure of Django web framework
- Very little feedback about the quality standard for other members

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

- Understand and learn how 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
- Have Scrum Master check all the work standard to ensure that the work completed by member meets the standards
- Every member should have a say and contribute to each other's work as to not only fixing the problem but also helping to improve quality of the task completion

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
- Completed document was upload to GitHub repository to ensure the work tracked

What you did not do well?

- Update for GitHub repository was not always up-to-date due to some members found it confusing to use
- Burn down chart was not updated frequently with the actual task completion

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

- Frequently updating GitHub repository for any changes so that client is informed with the actual working progress
- Scrum master should track each member work completion and check if it is uploaded before the deadline

ISSUES RAISED

What you did well?

- Since the creation of the team, there was communication difficulty due to the fact every single member was not originally from the English background. There was misunderstanding and lack of clarity due to this but we tried our best to handle this problem. Overall, as a team, we

tried to overcome this barrier by explaining more clearly and now our team communication is improving

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 so it caused a confusion
- The progression of the project was slow due to the fact that some members had other commitments such as other assignments, sickness and real work commitment.
- Some members had problem of getting the Django environment and MySQL to run properly on their working environment which made lots of delay for the actual commitment for the group project
- Sprint plan 1 was quite impossible to achieve due to the fact the plan did not encounter the knowledge of our developers

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

- Keeping each team members always up to date and informing of issue and problem that might cause delay to the project.
- As responsible member of the team, members should try to self-allocate their own personal time to learn about the resources that is required by the project such as Django, MySQL
- Setting a realistic goals for the second sprint run based on what each member can actually perform
- Giving each member a task they need to complete by the due date set by the scrum master to not only improve contribution but the overall team project performance