**First Sprint**

**Sprint Planning Meeting**

Scrum Master: LimYiXian

Scrum Team: LeungHoeyHoong, TayMunLin, JeffreyLeeHongWei, WinsonSawYongTsen,

John Tan, Sally Ong, Annie Tan, Jessica Wong

Goals: Complete all tasks in the sprint backlog within the 3 weeks’ time given.

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| **Sprint Backlog** | **Time** | **Team** |
| * Add taxi reservation * Booking history | 21/11/2016 – 9/12/2016  (3 weeks) | TayMunLin, LeungHoeyHoong,  Sally Ong |
| * Add customer * Update customer details | 21/11/2016 – 9/12/2016  (3 weeks) | JeffreyLeeHongWei, WinsonSawYongTsen. LimYiXian |
| * Display pending trip * Make online payment | 21/11/2016 – 9/12/2016  (3 weeks) | John Tan,  Annie Tan,  Jessica Wong |

**Daily Scrum Meeting**

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| Date | Team Member | Today Task | Problem Faced in Yesterday Task |
| 21/11/2016 | TayMunLin | Create booking UI | - |
|  | LeungHoeyHoong | Create booking UI | - |
|  | Sally Ong | Create booking UI | - |
|  | JeffreyLeeHongWei | Create Registration UI | - |
|  | WinsonSawYongTsen | Create Registration UI | - |
|  | LimYiXian | Create Registration UI | - |
|  | John Tan | Create Payment UI | - |
|  | Annie Tan | Create Payment UI | - |
|  | Jessica Wong | Create Payment UI | - |

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| Date | Team Member | Today Task | Problem Faced in Yesterday Task |
| 22/11/2016 | TayMunLin | Create booking UI | - |
|  | LeungHoeyHoong | Create booking UI | - |
|  | Sally Ong | Create booking UI | - |
|  | JeffreyLeeHongWei | Create Registration UI | - |
|  | WinsonSawYongTsen | Create Registration UI | - |
|  | LimYiXian | Create Registration UI | - |
|  | John Tan | Create Payment UI | - |
|  | Annie Tan | Create Payment UI | - |
|  | Jessica Wong | Create Payment UI | - |

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| Date | Team Member | Today Task | Problem Faced in Yesterday Task |
| 23/11/2016 | TayMunLin | Create booking UI | - |
|  | LeungHoeyHoong | Booking function | - |
|  | Sally Ong | Booking function | - |
|  | JeffreyLeeHongWei | Create Registration UI | - |
|  | WinsonSawYongTsen | Create Registration UI | - |
|  | LimYiXian | Registration function | - |
|  | John Tan | Create Payment UI | - |
|  | Annie Tan | Payment function | - |
|  | Jessica Wong | Create Payment UI | - |

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| Date | Team Member | Today Task | Problem Faced in Yesterday Task |
| 24/11/2016 | TayMunLin | Booking function | - |
|  | LeungHoeyHoong | Booking function | - |
|  | Sally Ong | Booking function | - |
|  | JeffreyLeeHongWei | Registration function | - |
|  | WinsonSawYongTsen | Registration function | - |
|  | LimYiXian | Registration function | - |
|  | John Tan | Payment function | - |
|  | Annie Tan | Payment function | - |
|  | Jessica Wong | Payment function | - |

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| Date | Team Member | Today Task | Problem Faced in Yesterday Task |
| 25/11/2016 | TayMunLin | Validate input | - |
|  | LeungHoeyHoong | Validate input | - |
|  | Sally Ong | Booking function | - |
|  | JeffreyLeeHongWei | Registration function | - |
|  | WinsonSawYongTsen | Validate input | - |
|  | LimYiXian | Validate input | - |
|  | John Tan | Payment function | - |
|  | Annie Tan | Validate input | - |
|  | Jessica Wong | Validate input | - |

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| Date | Team Member | Today Task | Problem Faced in Yesterday Task |
| 28/11/2016 | TayMunLin | Validate input | - |
|  | LeungHoeyHoong | Validate input | Found some problem in validating date |
|  | Sally Ong | Test input | - |
|  | JeffreyLeeHongWei | Test input | - |
|  | WinsonSawYongTsen | Validate input | - |
|  | LimYiXian | Validate input | - |
|  | John Tan | Test input | - |
|  | Annie Tan | Validate input | - |
|  | Jessica Wong | Validate input | - |

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| --- | --- | --- | --- |
| Date | Team Member | Today Task | Problem Faced in Yesterday Task |
| 29/11/2016 | TayMunLin | Validate input | - |
|  | LeungHoeyHoong | Validate input | - |
|  | Sally Ong | Test input | - |
|  | JeffreyLeeHongWei | Test input | - |
|  | WinsonSawYongTsen | Validate input | - |
|  | LimYiXian | Validate input | - |
|  | John Tan | Test input | - |
|  | Annie Tan | Validate input | Found some problem in choosing payment method |
|  | Jessica Wong | Validate input | - |

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| Date | Team Member | Today Task | Problem Faced in Yesterday Task |
| 30/11/2016 | TayMunLin | Validate input | - |
|  | LeungHoeyHoong | Validate input | - |
|  | Sally Ong | Test input | Contact number did not do a complete validation |
|  | JeffreyLeeHongWei | Test input | - |
|  | WinsonSawYongTsen | Validate input | - |
|  | LimYiXian | Validate input | - |
|  | John Tan | Test output | - |
|  | Annie Tan | Validate input | - |
|  | Jessica Wong | Test input | - |

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| Date | Team Member | Today Task | Problem Faced in Yesterday Task |
| 1/12/2016 | TayMunLin | Validate input | - |
|  | LeungHoeyHoong | Test output | - |
|  | Sally Ong | Test input | - |
|  | JeffreyLeeHongWei | Test input | - |
|  | WinsonSawYongTsen | Validate input | - |
|  | LimYiXian | Validate input | - |
|  | John Tan | Test input | - |
|  | Annie Tan | Test output | Error message does not prompt |
|  | Jessica Wong | Validate input | - |

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| Date | Team Member | Today Task | Problem Faced in Yesterday Task |
| 2/12/2016 | TayMunLin | Test output | - |
|  | LeungHoeyHoong | Test output | - |
|  | Sally Ong | Test input | - |
|  | JeffreyLeeHongWei | Test output | - |
|  | WinsonSawYongTsen | Test output | - |
|  | LimYiXian | Test output | - |
|  | John Tan | Test input | - |
|  | Annie Tan | Test output | - |
|  | Jessica Wong | Test input | - |

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| Date | Team Member | Today Task | Problem Faced in Yesterday Task |
| 5/12/2016 | TayMunLin | Test output | - |
|  | LeungHoeyHoong | Test output | - |
|  | Sally Ong | Test output | - |
|  | JeffreyLeeHongWei | Test output | - |
|  | WinsonSawYongTsen | Test output | - |
|  | LimYiXian | Test output | - |
|  | John Tan | Test output | - |
|  | Annie Tan | Test output | - |
|  | Jessica Wong | Test output | - |

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| Date | Team Member | Today Task | Problem Faced in Yesterday Task |
| 6/12/2016 | TayMunLin | Check completeness | - |
|  | LeungHoeyHoong | Check completeness | - |
|  | Sally Ong | Check completeness | - |
|  | JeffreyLeeHongWei | Check completeness | - |
|  | WinsonSawYongTsen | Check completeness | - |
|  | LimYiXian | Check completeness | - |
|  | John Tan | Check completeness | Customer contact number not shown, require to add in |
|  | Annie Tan | Check completeness | - |
|  | Jessica Wong | Check completeness | - |

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| Date | Team Member | Today Task | Problem Faced in Yesterday Task |
| 7/12/2016 | TayMunLin | Check completeness | - |
|  | LeungHoeyHoong | Check completeness | - |
|  | Sally Ong | Check completeness | - |
|  | JeffreyLeeHongWei | Check completeness | - |
|  | WinsonSawYongTsen | Check completeness | - |
|  | LimYiXian | Check completeness | - |
|  | John Tan | Check completeness | - |
|  | Annie Tan | Check completeness | - |
|  | Jessica Wong | Check completeness | - |

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| Date | Team Member | Today Task | Problem Faced in Yesterday Task |
| 8/12/2016 | TayMunLin | Integrate all function | - |
|  | LeungHoeyHoong | Integrate all function | - |
|  | Sally Ong | Integrate all function | - |
|  | JeffreyLeeHongWei | Integrate all function | - |
|  | WinsonSawYongTsen | Integrate all function | - |
|  | LimYiXian | Integrate all function | - |
|  | John Tan | Integrate all function | - |
|  | Annie Tan | Integrate all function | - |
|  | Jessica Wong | Integrate all function | - |

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| Date | Team Member | Today Task | Problem Faced in Yesterday Task |
| 9/12/2016 | TayMunLin | Test integration | - |
|  | LeungHoeyHoong | Test integration | - |
|  | Sally Ong | Test function | - |
|  | JeffreyLeeHongWei | Test integration | - |
|  | WinsonSawYongTsen | Test integration | - |
|  | LimYiXian | Test function | - |
|  | John Tan | Test integration | - |
|  | Annie Tan | Test integration | - |
|  | Jessica Wong | Test function | - |

**Sprint Review Meeting**

Scrum Master: LimYiXian

Scrum Team: LeungHoeyHoong, TayMunLin, JeffreyLeeHongWei, WinsonSawYongTsen,

John Tan, Sally Ong, Annie Tan, Jessica Wong

Goals: Complete all tasks in the sprint backlog within the 3 weeks’ time given. [ACHIEVED]

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| Scrum Team | Sprint Backlog | Remarks |
| TayMunLin, LeungHoeyHoong,  Sally Ong | * Booking history   Tasks:   * Create UI with menu drop-down list to choose a particular month to view past ***[✓]*** * Add taxi reservation   Tasks:   * Error message is displayed when current time is less than 2 hours from booking time ***[✓]*** * Error message displayed when customer tries to book a date and time passed the current time and date ***[✓]*** * Create UI with calendar picker, Grid view for destination and departure place chooser, menu drop-down list to choose available taxi ***[✓]*** | Completed |
| JeffreyLeeHongWei, WinsonSawYongTsen. LimYiXian | * Add customer   Tasks:   * Display register UI to let customer to fill in details ***[✓]*** * Error message displayed when a customer register more than one account by using the same IC number ***[✓]*** * Success message display when customer registered successfully ***[✓]*** * Update customer details   Tasks:   * Display customer details ***[✓]*** * Allow only selected details to be editable ***[✓]*** * Error message displayed when user enter wrong data format, etc. (alphabet on phone number field) ***[✓]*** | Completed |
| John Tan,  Annie Tan,  Jessica Wong | * Display pending trip   Tasks:   * Create UI for displaying the pending trips and details ***[✓]*** * Retrieve pending trips and details form database ***[✓]*** * Set the retrieved details into the UI and display ***[✓]*** * Make online payment   Tasks:   * Invoke PayPal web service to enable online payment ***[✓]*** * Add transaction history to database after payment successfully made ***[✓]*** * Generate online receipt ***[✓]*** | Completed |

**Sprint Retrospective**

Scrum Master: LimYiXian

Scrum Team: LeungHoeyHoong, TayMunLin, JeffreyLeeHongWei, WinsonSawYongTsen,

John Tan, Sally Ong, Annie Tan, Jessica Wong

Conclusion:

Based on the daily sprint meeting, we found that the team does not face much problem in creating the UI for every sprint backlog.

But during the validation stage, some member found some problem in handling the validation for different input, e.g. date validation. But, the problems are able to solve just by using more time in doing the research for the solution.

When doing the testing, the team also found some miss out or careless mistake made, e.g. the error message is not prompted, some field are left out, etc. The team will need to be more careful, thus it can reduce the time in debugging.

Lastly, the team will need to keep up the effort for the next sprint. Be more detailed and careful when handling each functions and features.