947G5: Advanced Software Engineering

Project Plan (Group 2)

# 1. Organisation Plan:

This section describes the structure in which the team will operate. The group members have elected to maintain a flat hierarchy, employing a team leader only to serve as a point of contact from the group to the customer. The team leader will otherwise be deferring decisions regarding the direction of the project to the whole group; this is due to the rich amount of industrial and academic experience among them.

This section will show who has been designated as the team leader manager and will show the other group members. The team leader will be the point of contact for the group to the customer.

**Team leader:** Kaylesh Patel

**Group members:** Atiqul Islam, Chang Li, David González Santamaria, Farah Al-Atrash, Jonathan Somarib, Mark Said Camilleri

# 2. Conflict Resolution Plan:

This section puts forward scenarios that may disrupt the progress of the group and provides a general code of guidance on how to overcome these.

This section will put forward any events or situations that may disrupt the progress of the group and will provide solutions on how to overcome these.

1. Unable to finish work on time.
   1. When allocated work, raise attention to the group that you may not be able to finish the work on time and request whether another member of the team will be able to help. Communicating this to the group as soon as you can will allow for redistribution of the work and help avoid a deadline not being met.
   2. Allocating a support (member of the team) to another team member for a particular task so that they can help if the team member is struggling.
2. Unplanned absences.
   1. We understand that sometimes team members may not be able to make it in due to unforeseen circumstances. Communicating this to the rest of the team as soon as possible will allow us to plan around this and reallocate work where necessary.
3. If a team member drops out.
   1. As work will be evenly allocated across the group, so no one member will have complete control over the project (i.e. one person doing all the coding). This means that if someone were to drop out, progress disruption will be kept to a minimum and that person’s work will be evenly distributed across the team.
   2. If a member does drop out, we’ll request that all their latest work is pushed onto our Git and a team meeting will take place, for us to understand what work has been produced and how we can further use it.
4. Communication.
   1. Communication is an integral part for a group to work well together. Regular meeting will be help so that the group can see where everyone is at with their work and further discussion will be had about the project.
   2. If anything is unclear to a group member, we insist that they ask for clarification and not to be scared when asking questions. We understand that everyone is coming from different levels, so we encourage questions as it will help bring everyone up to the same level.
5. Work allocation.
   1. If a team member believes that they have been allocated too much work, they should bring this up as soon as possible so that we can establish what they think they can manage and then reallocate work where needed.
6. Disagreements on Peer assessment.
   1. If team members believe that they have not been awarded a fair amount of points in the peer assessment, we will discuss/debate as a group until we come to a decision.

# 3. Peer Assessment Plan:

This section will discuss how we aim to allocate points to team members based on their efforts to the group project.

1. **Attendance to group meetings:** Does the team member show commitment towards attending group meetings (takes unforeseen circumstances into consideration).
2. **Work being produced on time:** Does the team member meet deadlines or has the team member frequently missed deadlines.
3. **Participation within group discussions:** Does the team member actively take part in discussions and put forward ideas.
4. **Standard of work produced:** Is the work that is produced up to a good standard.
5. **Value of the work produced:** How valuable is the work that is produced.
6. **Overall interaction to group project:** How committed is the team member to the group project as a whole.

N.B. It is necessary for the group to take into consideration the capacity for commitment of group members, ensuring that external factors such as vocational commitments and unforeseen circumstances will not penalise an otherwise good standard of work.