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| Letter | Activity |
| A | Discuss and Setup Lines of Communication |
| B | Create GitHub Repository |
| C | Organise Weekly Team Meeting |
| D | Complete Belbin Assessment |
| E | Assign Team Roles |
| F | Justify role allocation |
| G | Create Trello Board |
| H | Define Focus Questions |
| I | Create Initial Concept Map |
| J | Create Initial Ontology |
| K | Risk Analysis Table |
| L | Justify Risk Analysis Decisions |
| M | Create Gantt Chart |
| N | Create WBS Directory |
| O | Create WBS Tree Diagram |
| P | Discuss Critical Paths For Project |
| Q | Create Activity Network Diagram |
| R | Create PERT Chart |
| S | Discuss System Requirements |
| T | Create System Requirements List |
| U | Meet as a Team and Discuss |
| V | Discuss System Requirements |
| W | Develop system requirements Document |
| X | Discuss Development Methodologies + Justify them |
| Y | Create Use Case Diagram |
| Z | Create Story Board |
| AA | Create Class Diagram |
| BB | Create Domain Models |
| CC | Create Robustness Diagram |
| DD | Create Sequence Diagram |
| EE | Meet as a Team and Discuss |
| FF | Discuss Architecture Design |
| GG | Create Architecture Design |
| HH | Discuss User interface design |
| II | Create User Interface |
| JJ | Meet as a Team and Discuss |
| KK | Discuss and Document International Coding Standards |
| LL | Upload System Code to GitHub |
| MM | Divide Coding Tasks Between Members |
| NN | Work on coding project |
| OO | Discuss Development Progress |
| PP | Unit Testing Code |
| QQ | Create Test Plan + Document Results |
| RR | Meet as a Team and Discuss |
| SS | Discuss and divide Tasks |
| TT | Create User Guide |
| UU | Create Developer Guide |
| VV | Conclude Project with Team Discussion |
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| --- | --- |
| Letter Can Happen If | These Letters are completed before |
| A | First Task |
| B | A |
| C | A |
| D | A |
| E | B, C, D |
| F | E |
| G | F |
| H | G |
| I | H |
| J | H |
| K | H |
| L | K |
| M | N |
| N | I, J ,K |
| O | N |
| P | M |
| Q | P |
| R | Q |
| S | O, R |
| T | S |
| U | T, L |
| V | U |
| W | V |
| X | V |
| Y | X, W |
| Z | Y |
| AA | Y |
| BB | AA, Z |
| CC | BB |
| DD | BB |
| EE | DD, CC |
| FF | EE |
| GG | FF |
| HH | GG |
| II | HH |
| JJ | II |
| KK | JJ |
| LL | KK |
| MM | LL |
| NN | MM |
| OO | NN |
| PP | OO |
| QQ | PP |
| RR | QQ |
| SS | RR |
| TT | SS |
| UU | SS |
| VV | TT, UU |

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| --- | --- |
| Letter Can Happen If | These Letters are completed before |
| A | First Task |
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