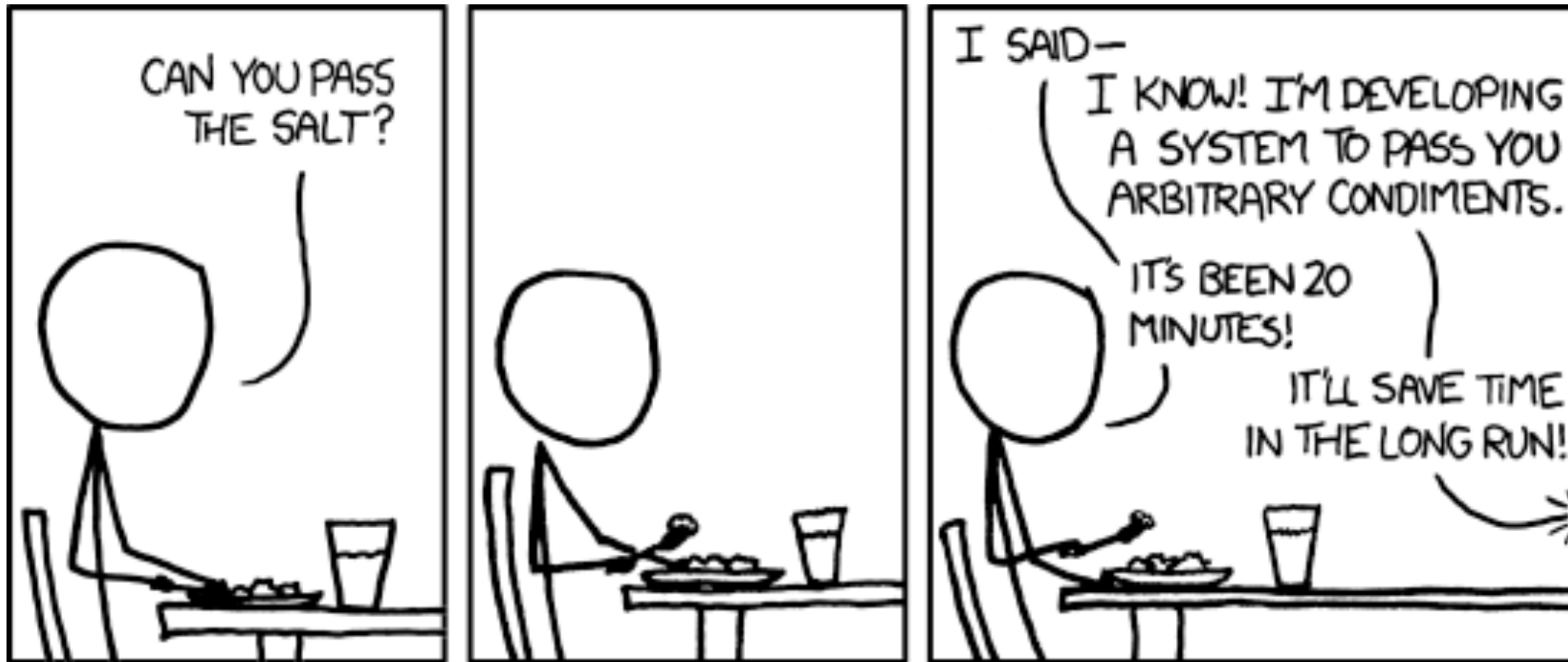# Welcome to Phase 4!

What are we doing this week?

— Generating ideas for and deciding on final projects
— Learning about planning and designing software
— Determining team workflow
— Creating a detailed plan for building your product

No writing code 🚫

until the planning is done

https://xkcd.com/974/

Schedule for this week

9:30 AM-noon - work with your team

1 PM - 3 PM - classroom

3 PM - 5 PM - meet and work with your team

Schedule for Nov 9-Nov 27

— Daily standups
— Twice-weekly check-ins
— Writing code every day (including evenings and weekends) to meet deadlines
— Rehearsals and coaching for presentations in week 4

Standup

Twice daily brief meetings with your team

10-15 min

— morning between 9-9:30 AM with *Amy*
— afternoon/evening time TBD by your team, team members only

Check-ins

Every Monday & Wednesday, 1 PM

One hour meeting with staff to update us about your progress and get feedback.

You'll receive calendar invites for your scheduled check-in times.

Check-in Detail

— One team member should lead, and each team member should speak
— Show your product
— Show your trello board
— What are your current challenges and what are you planning to do about them?
— What do you plan to work on next and where will you be at the next check-in?

The Last Week of the Phase

November 30 - December 4

— <u>Monday</u> EOD: Feature Freeze
— <u>Tuesday</u> EOD: Code Freeze
— <u>Wednesday</u>: Preparing for Presentations
— <u>Thursday</u>: Final Rehearsal for Presentations
— <u>Friday</u>: *GRADUATION AND FINAL PRESENTATIONS*

Daily expectations

— You are available on Slack to team and staff 9:30-5:30 every weekday.
— You are available to your team during evenings & weekends.
— You communicate clearly and in advance if you will be unavailable at any point.
— You respond promptly on Slack to direct requests from teammates & staff.

Daily expectations, continued

— You attend every standup and check-in on-time and prepared.
— You do your equal part to deliver the product on schedule.
    — participating in planning
    — voicing your opinion
    — communication <u>in public channels</u>
    — writing & committing code and using pull requests

Team agreement

What do you, personally, want out of this final project?

— Describe the experience you want to have.
— What are your priorities?
— What specific technical experience are you looking for (e.g., working with a particular technology or library; getting more practice with something you have learned)?
— What do you need from your teammates to make this