Nathalie & Laman

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|  | Workplace of The Future 29th of January 2016 |

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|  | Last week we sat together as a team, and created a complete plan of working for this term. So that we have been already using Facebook, WhatsApp, Skype, E-mail and phone communication for our team work. However, we decided to create accounts in different team-work applications such as Teamweek and Asana to allocate the tasks, as well as to monitor the progress of each team member in order to be more productive. Also we decided to use Google Drive to store all the information we find, and all the work we do till the end of the project. In addition, we created Google Keep accounts to share small notes such as resources or or tutorials for building the system.  Moreover, we distributed the tasks for the development of the system and for the documentation part of our project. We also put some internal milestones for each 2-week time, so that knowing our responsibilities and team deadlines would help us work much more efficiently. Overall, we planned to work 8,5 hours together at the university.  However, this week we prepared for Elevator pitch as on Thursday we had to give a presentation about what we had done. We created last version of mockup designs in Balsamic Mockups, and a Power Point presentation showing the most important points in our progress. We also did a research about the development of each of the pages in the application we will build, such that we can make an approximation on how much time each of the pages will take to make.  In fact, there were some problematic points related to our project, so we were looking to find answer to questionable parts in the project such as the prioritisation of the pages in the application, and the importance of the implementation of the recently added requirements. Since our client Julia Dallison has been on leave, we could not communicate with her in the last 2-week period, hence did not have a face-to-face client meeting either. We have also tried to get in touch with her colleague, Ian Warlow, but we have not received any response from him either. Therefore, when we get in touch with any of them we are planning to have a meeting in the next few weeks’ period to discuss all the recent questions.  **Tasks completed during these 2 weeks:**   * Created a team plan for all the deliverables * Mockup designs of the last version of application user-interface * Power-point presentation for Elevator Pitch * Presented Elevator pitch on Thursday 28th of January * Research on each of the pages which includes: messaging functions, news feed function, to do list algorithms * Taking tutorials on Lynda in HTML, CSS, JavaScript, jQuery and jQuery Mobile * Sorted out the requirements recently given by the client * Design patterns: getting familiar with the different design patterns such that if a problem occurs that has been solved before we can use some of the design patterns we know * Created a plan for testing strategies and tests will be used during the development process   **The plan for the next 2 weeks:**   * Meet with the client and discuss the problematic points about the project * Complete the ‘To Do List’ and ‘Team’ pages till the end of the next week * Start working on the ‘News Feed’ and ‘Messaging’ pages   **Tasks each team member worked on in the last 2 weeks:**  **Laman** - I wrote this bi-weekly report. Also, I created mockup designs for the last version of the application user-interface by using Balsamiq Mockups. In addition, I sorted out the requirements recently given by the client via email, and I created a table describing those requirements. However, as we could not contact our client during the last 2 weeks, I did not add them to the existing requirements list, but I sent an e-mail to our client asking about the priorities of the requirements. So, I am going to make a final requirements list after getting an answer email from our clients or after meeting with them. For Elevator Pitch, I created the PowerPoint presentation demonstrating the user-interface designs of our applications, the languages and platforms we were using and what we would deliver in the end.  **Nathalie** - during these two weeks I have created a detailed plan of how we are going to reach our final goal in April. With the deadline in April I have created a precise plan for the internal deadlines within the team that we will be meeting in order for the product to be delivered on time.I’ve also been researching into the amount of time that each page is going to take so that these internal deadlines are realistic.  I’ve used TeamWeek to create the Gant chart for these internal deadlines, which we will present to the client for them to confirm within the next few days. I’ve devised a plan for the tests that we will be implementing for the application. This test also serves the purpose for the team to agree on the testing strategies used. I’ve researched design patterns and the ones that can potentially be used in our application. I’ve also been learning different web technologies through video tutorials that we may use such as jQuery. I’ve also researched different use cases to help construct the development plan. |