

SENG202 – Software Engineering Project Workshop

2023

Project Setup Checklist

Team number: 10

Team members:

- 1: Neil Alombro
- 2: Chris Wareing
- 3: Todd Vermeir
- 4: Zipporah Price
- 5: Angelica Silva
- 6: Will Thompson

Individual setup	Date	Initials (all members)	Checked by tutor
Read and will read course outline, related documents	19/07	NA, CW, TV, ZP, AS, WT	JF

Team setup	Date	Initials	Checked
Had an initial team meeting	19/07	NA, CW, TV, ZP, AS, WT	JF
Discussed expectations of all team members	19/07	NA, CW, TV, ZP, AS, WT	JF
Set up document sharing (Google Drive, Teams, ...)	19/07	NA, CW, TV, ZP, AS, WT	JF
Set up shared contact info with emails + phone numbers	19/07	NA, CW, TV, ZP, AS, WT	JF
All members have sent message in Slack	19/07	NA, CW, TV, ZP, AS, WT	JF
Set up Trello (work planning & tracking)	19/07	NA, CW, TV, ZP, AS, WT	JF
Set up and tested Zoom	19/07	NA, CW, TV, ZP, AS, WT	JF
Created a shared timetable	19/07	NA, CW, TV, ZP, AS, WT	JF
Scheduled weekly team meetings	19/07	NA, CW, TV, ZP, AS, WT	JF
Booked room(s) for weekly meetings	19/07	NA, CW, TV, ZP, AS, WT	JF
Created a yellow card policy	19/07	NA, CW, TV, ZP, AS, WT	JF
Defined team roles and responsibilities	19/09	NA, CW, TV, ZP, AS, WT	JF
Developed & recorded major incident impact mitigation policy (e.g. Covid-19, earthquake, ... disruption)	19/07	NA, CW, TV, ZP, AS, WT	JF
Created a coding conventions policy	20/07	NA, CW, TV, ZP, AS, WT	ME
Each member joined Clockify, updated profile	19/07	NA, CW, TV, ZP, AS, WT	JF

Technical setup – build and source code control	Date	Initials	Checked
Set up Gradle or Maven for all team members	18/09	NA, CW, TV, ZP, AS, WT	JF
Set up Git in IDE (e.g., EGit) for all members	18/09	NA, CW, TV, ZP, AS, WT	JF
All team members cloned repository from IDE	18/09	NA, CW, TV, ZP, AS, WT	JF
All team members did a test-push from IDE	18/09	NA, CW, TV, ZP, AS, WT	JF
All team members set up JUnit with project	18/09	NA, CW, TV, ZP, AS, WT	JF
All team members added a TestCase	20/09	NA, CW, TV, ZP, AS, WT	ME

Technical setup – continuous integration	Date	Initials	Checked
JDK set up on CI	18/09	NA, CW, TV, ZP, AS, WT	JF
JUnit set up on CI	18/09	NA, CW, TV, ZP, AS, WT	JF
Linked CI and repository	18/09	NA, CW, TV, ZP, AS, WT	JF
Done a successful build (including tests)	18/09	NA, CW, TV, ZP, AS, WT	JF