COM430 Group Project

[Document subtitle]

Group 2

2025

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**Disclaimer: Does every role need to have one primary and one secondary hat?  
*No, not necessarily, but it helps clarify the priorities for each role. Some roles, like Project Manager, may naturally align with multiple hats, especially those tied to organization and control (Blue Hat) or facts and data (White Hat).***

# Roles and responsibilities – 6 Thinking Caps

|  |  |
| --- | --- |
| white hat | The White Hat calls for information known or needed. “The facts, just the facts.”  PM, Lead Dev, Tester |
| yellow hat | The Yellow Hat symbolizes brightness and optimism. Under this hat you explore the positives and probe for value and benefit. What is the benefit?  UI/UX Design, |
| black hat | Risks, difficulties, Problems – The risk management Hat, probably the most powerful Hat; a problem however if overused; spot difficulties where things might go wrong, why something may not work, inherently an action hat with the intent to point out issues of risk with intent to overcome them.  Tester, PM |
| red hat | The Red Hat signifies feelings, hunches and intuition. When using this hat you can express emotions and feelings and share fears, likes, dislikes, loves, and hates.  UI/UX |
| green hat | The Green Hat focuses on creativity; the possibilities, alternatives, and new ideas. It’s an opportunity to express new concepts and new perceptions.  All four |
| blue hat | The Blue Hat is used to manage the thinking process. It’s the control mechanism that ensures the Six Thinking Hats® guidelines are observed.  PM |

Ref: <https://www.debonogroup.com/services/core-programs/six-thinking-hats/>

# Roles / Responsibilities

1. Project Manager: Nicholas Orlick

Primary Responsibilities:

Timelines and Deadlines: Develop and monitor the project timeline to keep the team on track.

Task Assignment: Delegate responsibilities and ensure all team members are clear on their tasks.

Communication: Act as the central point for project communication, ensuring everyone stays informed of updates and progress.

Knowledge Management: Organize and maintain project documentation, requirements, and resources.

Risk Assessment: Identify potential risks (e.g., delays, technical challenges) and devise mitigation strategies.

Thinking Hat: Blue Hat (process and control) with White Hat (facts and data for informed decisions).

2. Lead Developer: Alisha Richardson

Primary Responsibilities:

Development: Write and implement code for the app’s functionality, ensuring adherence to project requirements.

Integration: Collaborate with the UI/UX Designer to integrate front-end design with backend systems.

Code Review: Review code for quality, consistency, and performance.

Technical Advisor: Provide guidance on frameworks, tools, and overall technical decisions.

Thinking Hat: Green Hat (creativity and problem-solving) with White Hat (technical data and feasibility).

3. Tester: Levi Leuck

Primary Responsibilities:

User Perspective Testing: Test the app as an end-user to identify usability issues and ensure a smooth user experience.

Bug Tracking: Log and categorize bugs systematically, providing detailed reports to the Lead Developer.

Collaborate with the Team: Work closely with the Lead Developer and UI/UX Designer to refine the app and ensure it meets quality standards.

Thinking Hat: Black Hat (critical thinking and risk assessment) with White Hat (data from testing and results).

4. UI/UX Designer: Ted Chace

Primary Responsibilities:

User Experience Design: Refine the app’s layout, navigation, and overall user satisfaction.

Visual Design: Create an appealing and functional interface that aligns with the app’s goals.

Collaboration: Work with the Lead Developer to ensure designs are implemented effectively and with the Tester to address usability concerns.

User Satisfaction: Continuously refine the design based on feedback from testing and other team members.

Thinking Hat: Yellow Hat (optimism and user satisfaction) with Red Hat (empathy and intuition for user needs).

# Workflow:

Nicholas (PM): Sets the timeline and ensures tasks are assigned and tracked. Assist with smaller coding tasks, support lead dev for setting up repositories. Use green hat thinking to assist ui/ux and tester

Ted (UI/UX): Creates wireframes and refines designs in collaboration with Alisha and Levi.

Alisha (Lead Dev): Implements the designs and functionality, working closely with Ted and addressing feedback from Levi.

Levi (Tester): Tests the app, logs bugs, and provides feedback to Alisha and Ted for resolution.

# Risk:

1. Limited Timeline

Risk:  
Completing an entire app in 7 weeks, especially with a team uncertain about Java, may result in rushed work, incomplete features, or technical debt.

Mitigation Strategies:

Breaking down the project into bite sized pieces: glidepath

2. Limited Java Proficiency

Risk:  
The team’s inexperience with Java and coding in general could lead to slower development, bugs, or difficulty integrating components.

Mitigation Strategies:

Assign a team member (e.g., the Lead Developer) to research Java basics and Android Studio tools during the first week.

Use templates or libraries in Android Studio to speed up development (use prebuilt examples

use online tutorials or seek help from classmates, forums, or documentation.

3. Overcomplicated Features

Risk:  
Trying to add too many features can bog down the team. KISS

Mitigation Strategies:

Focus on one core feature that represents the app’s purpose, like:

Delivering training content (videos, quizzes, etc.).

Tracking user progress.

Add complex features later as house money after main has been completed

4. UI/UX and Development Integration

Risk:  
Miscommunication between the UI/UX Designer and Lead Developer could lead to mismatched designs and functionality.

Mitigation Strategies:

Set up daily via slack for the UI/UX Designer and Developer to review progress and integration plans.

Start with low-fidelity wireframes in Justinmind to quickly iterate and agree on design before coding begins!

Use tools like Figma or Justinmind prototypes to hand off designs with clear specifications.

5. Testing Delays

Risk:  
The lack of time for thorough testing could lead to bugs or poor user experience in the final product.

Mitigation Strategies:

Begin testing as soon as basic functionality is ready; don’t wait until the end

Dedicate at least the final week to testing and bug fixes. – involvement from everyone

6. Team Coordination

Risk:  
Miscommunication or lack of accountability could slow progress and create bottlenecks.

Mitigation Strategies:

Use a glidepath with preset timelines, SWOT to make decisions

Hold weekly team meetings via zoom discuss progress, blockers, and next steps.

**Assign clear, measurable deliverables for each team member.**

7. Scope Creep

Risk:  
Adding extra features or expanding the app’s scope could derail the project timeline.

Mitigation Strategies:

Define the app’s bare minimum right away and stick to the plan

Use a change request process: conduct a slack poll and go from there

# What is the project?

Our app is a simple training app that companies can use to help their employees to go farther in their education. It’ll be an app you log into using an email, and the app will have different educational resources on there that the user will be able pursue their education path be it a certification or degree. Additionally, we would like to have it as a collaboration platform also.

# Communication

Slack is going to be the main point in collaboration

What’s app can be used in a situation where a team member is not in front of their slack

Git hub can be used; - decide more on that

# Output imageProject Timeline (glide path)