SENG202 – Software Engineering Project Workshop

2021

Project Setup Checklist

Team number: 4

Team members:
1: Thomas Finlay (tfi18)
2: Haipeng Liu (hli165)
3: Oliver Garrett (oga20)
4: April Clarke (abc56)
5: Yvonne Waterman (ywa258)

	Date	Initials (all members)	Checked by tutor
Read and will read course outline, related documents	20/7	AC TF OG HP YW	n/a
Team setup			
Had an initial team meeting	20/7	AC TF OG HP YW	
Discussed expectations of all team members	20/7	AC TF OG HP YW	
Set up shared Google folder (document sharing)	22/7	AC TF OG HP YW	
Created shared spreadsheet with emails + phone numbers	20/7	AC TF OG HP YW	
Set up Slack (instant communication)	20/7	AC TF OG HP YW	
Set up Trello (work tracking)	20/7	AC TF OG HP YW	
Set up and tested Zoom	23/7	AC TF OG HP YW	
Created a shared timetable	23/7	AC TF HP YW OG	
Scheduled weekly team meetings	20/7	AC TF OG HP YW	
Booked room(s) for weekly meetings	20/7	AC TF OG HP YW	
Created a yellow card policy	20/7	AC TF OG HP YW	
Defined team roles and responsibilities	21/7	AC TF OG HP YW	
Created a coding conventions policy	21/7	AC TF OG HP YW	
Each member joined Clockify, updated profile	21/7	AC TF OG HP YW	
Technical setup – build and source code control			
Set up Maven for all team members		AC TF OG HP YW	
Created a GitLab repository	21/7	AC TF OG HP YW	
Set up Git in IDE (e.g., EGit) for all members	5/8	AC TF HP YW OG	
All team members cloned repository from IDE	5/8	AC TF HP YW OG	
All team members did a test-push from IDE	5/8	AC TF HP YW OG	
All team members set up JUnit with project	5/8	TF YW AC HP OG	
All team members added a TestCase	5/8	TF YW AC HP OG	
Technical setup – continuous integration			
JDK set up on CI	5/8	TF YW HP AC OG	
JUnit set up on CI	5/8	TF YW HP AC OG	
Linked CI and repository	5/8	TF YW HP AC OG	
Done a build (including tests)	5/8	TF YW HP AC OG	