# **MILESTONE 1** -- SFT221 SCRUM Report and Reflections

This report should be completed in the class and submitted at the end of class. Late submissions cannot be accepted without prior approval of the instructor.

**GROUP**: \_\_\_\_\_\_\_5\_\_\_\_\_\_\_

**Members Present**:

|  |  |
| --- | --- |
| 1. Siripa Purinruk | 5. Dhrumit Ketan Parekh |
| 2. Bussarin Apichitchon | 6. Jaskaran Singh |
| 3. Seyed Iman Modarres Sadeghi | 7. Farbod Maoyari (Late participation in meeting) |
| 4. Kishan Dewasi | 8. Varshilkumar Ileshkumar Parikh (Late participation in meeting + joined the group in MS2 due to the former inactive group) |

**Milestone 1 Tasks**

In this phase of the project you will:

* Setup teams of about 3-5 developers (6 is too large)
* Write and sign a team contract
* Create a GIT account
* Create a Jira account
* Add your professor to the GIT and Jira accounts
* Update Jira with the work performed and planned

**Deliverables Due at End of Lab**

* Completed SCRUM report & reflections

**Deliverables Due 24 hours after lab**

* Completed team contract
* Fully initialized Git repository
* Fully setup Jira project

**Rubric**

|  |  |  |
| --- | --- | --- |
| **Individual** | Group Participation | 75% |
| Teamwork | 25% |
| **Group** | Contract | 15% |
| Git Repository | 25% |
| Jira Project | 25% |
| SCRUM Report & Reflections | 35% |
| **NOTE** | Both the individual and group marks are calculated separately. Each member of the group will have their mark calculated based on their contribution to the group work and their contributions to the team. The group participation is a percentage that your professor feels you contributed to the group work. This is multiplied by the weight of the group participation component to determine your grade. |  |

**SCRUM Report**

**Summary of Tasks Completed or Delayed in the last week:**

Here you can list all of the tasks completed in the last week along with any tasks which could not be completed with a reason why they could not be completed.

|  |  |  |
| --- | --- | --- |
| **Member** | **Tasks Completed** | **Tasks Delayed/Blocked** |
| Siripa Purinruk | Create GIT | - |
| Bussarin Apichitchon | Create Jira project | - |
| Seyed Iman Modarres Sadeghi | Reflection Question 1 | - |
| Kishan Dewasi | Reflection Question 2 | - |
| Dhrumit Ketan Parekh | Reflection Question 3 | - |
| Jaskaran Singh | Group Contract | - |
| Farbod Maoyari | Late of participation |  |

For every task delayed or blocked, describe the reason for the delay or block, how it impacts the project and the proposed solution or workaround**.**

|  |  |
| --- | --- |
| **Delayed or Blocked Task** | **-** |
| **Reason for delay or block** | **-** |
| **Impact on Project** | **-** |
| **Solution or work-around** | **-** |
|  |  |
| **Delayed or Blocked Task** | **-** |
| **Reason for delay or block** | **-** |
| **Impact on Project** | **-** |
| **Solution or work-around** | **-** |

**Summary of Meeting:**

A summary of the main points discusses in the meeting and the outcomes of the discussions.

|  |  |  |
| --- | --- | --- |
| Topic | Discussion Summary | Outcome |
| Assigning the tasks | Siripa Purinruk – takes the role of Project Manager, create repository in Github.  Bussarin Apichitchon - takes the role of Quality Assurance, create and setup Jira. |  |
|  | Seyed Iman Modarres Sadeghi– takes the role of Teachnical Lead |  |
|  | Dewasi Kishan – takes the role of Developer |  |
|  | Jaskaran Singh – takes the role of Developer |  |
|  | Dhrumit Ketan Parekh– takes the role of Developer |  |
|  | Farbod Maoyari – Late participation in meeting |  |
|  |  |  |

**Summary of Decisions Made:**

This will include major architecture and design decisions, testing decisions, prioritization of tasks, dealing with problems encountered and other major outcomes from the meeting.

|  |  |
| --- | --- |
| Decision | Rationale |
| - | - |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Tasks Attempted During Meeting:**

Each member is assumed to participate in the SCRUM meeting and contribute to the completion of the SCRUM report and reflections. Since the SCRUM meeting will not take more than 20-30 minutes, there is lots of time left to undertake some of the actual work tasks. In the table below, each member should list what they did to complete the SCRUM report, the reflections, and 1-4 other tasks they completed during the class period. If a task could not be completed, the student should indicate why this was not possible.

|  |  |  |  |
| --- | --- | --- | --- |
| Member | Task Attempted | Time Spent | Complete? |
| Siripa Purinruk | Assigned task |  | Yes |
| Bussarin Apichitchon | Role Selected |  | Yes |
| Seyed Iman Modarres Sadeghi | Role Selected |  | Yes |
| Kishan Dewasi | Role Selected |  | Yes |
| Dhrumit Ketan Parekh | Role Selected |  | Yes |
| Jaskaran Singh | Role Selected |  |  |

**SCRUM Tasks Selected for Next Week**:

The tasks each member has selected to pursue for this class or the next week.

|  |  |
| --- | --- |
| Group Member | Task Description |
|  | No task for the next week due to the study week. |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Major Outcomes of Meeting:**

This is where you should highlight the major accomplishments of the class.

|  |  |
| --- | --- |
| Outcome | Impact on Project |
| Role assigned | Group members can prepare according to their roles. |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Things That Went Well in This Meeting:**

Here you can highlight things which worked well. This indicates that the way you worked on these items is working and should be continued.

|  |  |
| --- | --- |
| Topic/Work Item | Reason for Success |
| Good Collaboration | Everybody is participative and knows what role they want to take. |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Things That Did NOT go Well in This Meeting:**

This is where you can list things which did not go well in the class. You should analyze why this happened and suggest how you can improve it next time. This will lead to the goal of *continuous process improvement*.

|  |  |
| --- | --- |
| Topic/Work Item | Reason for Problem and How to do Better |
| - | **-** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Reflections (to be answered by the group)**:

1. GIT is an example of a version control system. List and explain 3 benefits of using a version control system.  
     
   1. Teamwork: version control systems allow multiple users to work on the same project simultaneously. It also reduces the risk of overwriting code.

2. Change tracking: version control systems track the changes made to the project and provide a detailed history of the modifications including the person who made the change and the time the change was made.

3. Code stability and managing the released code: version control systems provide a structured way to manage releases. With version control systems we can separate the development branch from the release code. Version control systems allow teams to make sure only tested changes go into the released code.

1. Jira is a modern, web-based tool for managing software projects. Describe 3 advantages of using a project management tool like Jira.

Jira has several amazing features and advantages which can improve software project management. Here are a few significant benefits:

1. Reporting and analytics:

Jira has built-in reporting and metrics features that assist teams in learning more about the development, performance, and trends of their projects. It provides pre-defined reports, including as burndown charts, velocity charts, and cumulative flow diagrams, that visually represent data and deliver insightful data on the state of a project and the performance of the team. These reports help in decision-making, spotting problems, and enhancing forecasting and planning.

1. Issue Tracking and Bug Management:

When it comes to managing bugs and issues, Jira is excellent. The whole development lifecycle may be managed by teams through the creation, assignment, prioritization, and tracking of issues and defects. It is simpler to comprehend and resolve issues when teams contribute thorough descriptions, attachments, comments, and labels to them. Jira also offers tools like issue dependency management, subtasks, and issue linking, allowing teams to effectively handle intricate problem connections.

1. Agile Methodology Support:

Agile methods like Scrum and Kanban are particularly well supported by Jira. Backlogs, sprints, boards, and burndown charts are among the services it offers. These are crucial components of agile project management. User stories can be developed and managed by teams, and tasks can be divided up into smaller ones. Work effort estimates and time tracking can also be done. Team members may work in iterative cycles, adjust to changes rapidly, and provide value to consumers more quickly with the aid of this agile-centric strategy.

To end with, Jira, in basically, provides strong capabilities that enhance software project management. It offers extensive support for agile techniques, effective issue tracking and bug management, and reporting and analytics for informed decision-making. Jira helps teams manage projects more efficiently, collaborate better, and produce more in their software development projects.

1. Write a brief history of the Kanban board. Describe why it is useful in a project like this one.  
     
   The Kanban board is a visual project management tool that helps teams track and manage their work efficiently. In many different industries, project management has adopted and used the Kanban concepts. David J. Anderson made the Kanban approach for software development popular in the late 2000s. He introduced the Kanban board, a visual representation of work items and their progress, divided into columns that reflect different stages of the workflow. There are numerous advantages of using the Kanban board for projects like this they are as follows:
2. Teams can quickly understand the workflow thanks to kanban boards' clear and visual representation of the task. This openness makes it easier to prioritize work, identify dependencies, and encourage teamwork.
3. Teams can spot and fix process in the files that their team members have uploaded and it can be also help visualizing the flow of activity. This makes it possible to eliminate waste and optimize processes continuously, increasing productivity.
4. Teams can see the progress achieved by each member and the task assigned to each member which helps to keep the things transparent and help to improve communication by the members of the team.

To sum it up the Kanban board has become a valuable tool in project management, enabling teams to visualize their work, optimize their processes, and enhance overall productivity. Its simplicity and effectiveness have made it popular across a wide range of industries and projects.