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| --- | --- | --- | --- |
| **Modified By** | **Description** | **Date** | **Version** |
| **Harini** | Initial Creation | 02/08/2015 | 0.0.1 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Team Carpe Diem

[Note: Text enclosed in square brackets and displayed in blue italics (style=InfoBlue) is included to provide guidance to the author and should be deleted before publishing the document.]

# 1. Key milestones

|  |  |
| --- | --- |
| **Milestone** | **Date** |
| Iteration start | 02/01/2015 |
| Prepare rough System wide requirements document | 02/12/2015 |
| Analyze existing systems and finalize the approach | 02/14/2015 |
| Setup Configuration Management | 02/10/2015 |
| Start thinking about Quality Plan | 02/14/2015 |
| Iteration stop | 02/14/2015 |

# 2. High-level objectives

* Develop a draft version of System wide requirements
* Setup JIRA for project tracking
* Setup Github for Configuration Management
* Compare Borealis, Stanford Stream, Storm and finalize approach
* Think about Quality plan
* Start risk management

# 3. Work Item assignments

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **S.No** | **Description** | **Priority** | **Effort estimate (hours)** | **Assigned to (name)** | **State** | **Hours worked** | **Estimate of hours remaining** |
| 1. | Prepare detailed system wide requirements- rough draft | High |  | Sachin | Open |  |  |
| 2. | Analyze Storm, Borealis and Stanford Stream | High | 10 hours (Each) | Team | Open |  |  |
| 3. | Risk Management Document | Medium | 2 hours | Pradheep | Open |  |  |
| 4. | Setup Github | Medium | 1 hour | Sachin/Harini | Done |  |  |
| 5. | Setup server and Install JIRA | High | 6 hours | Harini | Open |  |  |
| 6. | Finalize one of the three | High | 5 hours | Team | Open |  |  |

# 4. Issues

Update the issues raised during the iteration.

|  |  |  |
| --- | --- | --- |
| **Issue** | **Status** | **Notes** |
|  |  |  |

# 5. Evaluation criteria

* System wide requirements should be reviewed and accepted by client, mentor and other team members.
* Project Plan should be reviewed and accepted by mentor
* JIRA should be successfully setup and tasks should be created.
* Risk plan should be updated; mitigation strategies planned and got reviewed by mentor.
* Final decision among Borealis, Stanford stream and Storm should have been made with client’s consensus.

# 6. Assessment

[Use this section for capturing and communicating results and actions from assessments, which are typically done at the end of each iteration. If you don’t do this, the team may not be able to improve the way they develop software.]

|  |  |
| --- | --- |
| Assessment target | [This could be the entire iteration or just a specific component] |
| Assessment date |  |
| Participants |  |
| Project status | [For example, express as Red, Yellow, or Green.] |

## Assessment against objectives

[Document whether you addressed the objectives as specified in the Iteration Plan.]

## Work Items: Planned compared to actually completed

[Summarize whether all Work Items planned to be addressed in the iteration were addressed, and which Work Items were postponed or added.]

## Assessment against Evaluation Criteria Test results

[Document whether you met the evaluation criteria as specified in the Iteration Plan. This could include information such as “Demo for Department X was well-received, with some concerns raised around usability,” or “495 test cases were automated with a 98% pass rate. 9 test cases were deferred because the corresponding Work Items were postponed.”]

## Other concerns and deviations

[List other areas that have been evaluated, such as financials, or schedule deviation, as well as Stakeholder feedback not captured elsewhere.]