



Module	Portfolio	Assessment Type
Collaborative Development (5CS024)	2	Individual Report

Agriculture Management System - Project Manager

Student Id : 2059797

: Sayar Dhakal Student Name

Section : L5CG10

: L5CG10 Group 2 Group

: Uday Kandel Module Leader

: Anmol Adhikari Lecturer

Acknowledgement

First and foremost, I would like to express my sincere gratitude to my Module Leader Er. Uday Kandel and Tutorial Mr. Anmol Adhikari for the continuous support during my project sprint and research, for their patience, motivation, enthusiasm and immense knowledge. Their guidance helped me in all the time of research and doing my project work.

Also, I would like to thank all of my project team members for all the support and encouragement during the project time. We being in together study and work hard in order to achieve our project goal. Our team co-ordination and good communication helps us to work together in easier manner. Finally, I would also like to thank my fellow students for many helpful discussions and good ideas along the way.

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Self-appraisal form

Student number	Np03cs4s210201	Name	Sayar Dhakal
Project	Agriculture Information Management System	Date	05/03/2022
Role	Project Manager	Team	L5CG10 Group 2
Sprint (1 or 2)	2		

Personal objectives – performance measurement

Objectives	Evidence provided	Evaluation
		Student / tutor
Eg. Risk Analysis	Risk Analysis is one of the most important topic in project management system. It has immense role in this field. During the first sprint I didn't have lot of knowledge on it. I haven't follow all of the principle for it. But after sprint 1, I have mainly focus on risk analysis. I had then easily managed my team risk like member absent, holidays, bug error etc. In order to avoid these thing I had made a meeting where all the member had talked on how to solve those event if it been happen. I have listed some of the website from where I got the knowledge of risk analysis and ways of using it's concept in project management. This is in Appendix A of my personal development report.	Self- evalu ation
Tutor feedback:		
Eg. People Management	Taking about the people management, I am lucky to have these very helpful and cooperative team. We the four member were very much Cocoordinating throughout both of these sprint. Moreover, we had better understanding then the	

	sprint 1 in sprint 2. Those fault which we had made during the sprint 1 are all solved in this sprint 2. As same like previous, we strictly work on the basis of base camp. I had announce the task for all the members and they all had responded within the due date. We also had Facebook group where some of the misunderstanding were solve there. Lastly, we also communicate with each other through the mail . Concluding all of these above words we can say that we the team member are very much communicating and helpful for each other . Some of the evidence of email sharing, Facebook group is listed below.		
Tutor feedback:		1	
		/20	/20

Collaboration Document

Evidence of good collaboration

Good communication and file sharing

As we all know that , when working in a team one of the most immense need of project is good communication. Having a good collaboration and understanding in a team leads to approach a project goal.

To prove above words we had enough evidence of having good communication and file sharing. As in sprint 1 also, we had done a great job in regard of good communication. Being in consist ant we also had done the same job for this sprint 2. I had maximum used the base camp for whole the sprint 1. We had shared all the task what we had done during the sprint in the file sharing portal of base camp. Furthermore, we had two meeting in a week i.e. one with client meeting and another with team meeting. And in that team meeting we had enlisted all of those problem and agenda for our project and made a solution of all those. Below there is a screenshot of base camp where you can find the research work, wire frame, design, gits code etc.

Evidence of Good communication and file sharing.

Continuing Personal Development (CPD)

For my project (Agriculture Information Management System), I have given the role of project manager. My main role in this project is to manage the team as much as possible and use the best from of scrum to reach the project objective. So, for these I have read many article and watch many YouTube videos on how to manage a team. I did research on so many things like Gan chart, Work Breakdown System (WBS) etc which help me to work in a project.

Beside above, I earlier had taken the online courses on Python language from different learning website. It helps me to help the developer when they have any issue on coding. Overall, my knowledge that I gain from online learning platform helps many in different phase of my project.

Evidences of Continuing Personal Development (CPD)

Issue tracking

While working in a big project there will be surely of arising of issue on coding as many things to be done in coding. So, it is necessary to issue tracking and solve it as much as possible.

As I am the project manager of this project . I had the very much important role to analyze where come the risk in the project and what steps should be done in order to solve those this. In the sprint 1, we had many issue in our project mainly in the coding . We then solved being together in very short time. And while working in the sprint 2, we had done all of our task but has arisen some of issue. Being a project manager I hadn't done made any mistake but we had issue in coding mainly in that homepage and admin panel. It became very difficult for us to track those issue . But with the help of our developers we had came with an solution. Below there is the evidence of issue tracking in this sprint 2.

Evidences of Issue tracking

Work to deadlines

While working in a project, time is the most valuable thing. We have to do the work on the basis of time. So, proper time evolution should be there.

As comparing to the previous sprint 1, I can proudly say that our team is more strict than the previous. We completed each and every things of our project within deadline. Being a project manager of this team, I am happy that I had done my job in good manner. I had made a bit mistake in regard of announcing the task in the base camp during the sprint 1 but in this sprint 2 I mainly focus in that things and had done a good job. As a project manager the main task of mine was making meeting agenda, meeting schedule, work breakdown system(WBS), Gan Chart and proper use of base camp. In conclusion, I want to say that I had done all the listed task in proper manner within a given specific time. Also, I want to conclude that all of my team member had done their task in time.

The time which we had saved due to early submission of task were used for making sprint review and sprint retrospective.

Appendix A

1. Risk analysis Report

Chance investigation is the method of recognizing and overseeing the potential problems which are emerges within the extend. It permits you to see at the perils merely basically or your organization confront and makes a distinction you select whether or not to move forward with a choice.

To carry out a Hazard examination, you must to start with distinguish the conceivable perils merely fair stand up to , at that point evaluate their likely impacts on the off chance that they were to happen, and at final survey that these perils will materialize.

1.1. Include the report

As above I had already mentioned that risk analysis is the process of identifying and managing the potential problems which are arises in the project. The first sprint helps me a lot in regard of understanding the risk analysis. In first sprint, I didn't had much more knowledge of risk analysis and it's major steps to manage it. I had made many mistake due to this. But in this sprint 2 , all of my ideas and skills that I gain from sprint 1 helps me a lot in this risk analysis case. As I also searched more on this risk analysis on website and YouTube. Below , I had discuss how I manage my risk for this sprint 2.

In arrange of learning the hazard and it's administration I have inquire about on numerous article and report. I have moreover observed a few of the YouTube video with respect to this point. Moreover, I got a few stuff of data from our address slide.

Some time recently including the connect of site from where I got the data almost hazard investigation, I fair need to portray it's and investigation my venture too.

The primary step of chance examination is to distinguish the treats. We have to be distinguish the existing and up and coming hazard that may might happen or come. Being venture supervisor, I recorded a few sources from where dangers can come like human, operational, budgetary, specialized, etc. I have utilized the device called SWOT Investigation where I have recognize my venture quality, shortcoming, opportunity, and dangers. It makes a difference me to clarify my intellect and makes a difference me to forward my extend.

After distinguishing the dangers that are confronting, we have to be calculate how much those threat can affect in our venture. To begin with we got to know the risk esteem which essentially a item of likelihood of occasion and fetched of occasion. Doing this numerical able to know the up and coming affect on our extend and can take activity to oversee them.

At last, after recognizing the esteem of chance that we may confront we have to be go for overseeing the chance. We basically have 4 ways of overseeing chance they are dodge the hazard, share the hazard, acknowledge the hazard and finally control the chance.

In the context of our team project, in the sprint 2 we had face some of the risk . The main risk we had face is holiday . Due to holiday we didn't able to attend some our classes which was very much important. And it also effect on our project task. So, in order to manage this risk I had made team meeting in Saturday where we had discuss what the topic had missed and learned those through the online videos. Another risk we had faced in this sprint was, one of our developer had gone on holiday for 4-5 days which was very much more for this project . In order to manage this risk , first of all I had told all of those reason why was he been absent. It manage our risk of marks deduction. Another our developer had already told that he will be going to be absent so we had done all the task faster as much we can so that his absence won't affect in our team goal . We had done it as what we had think . Furthermore, in regard of financial management we pay side by side of photocopy page respectively in every week. Also, for the technical issue we had use advance technology so that there won't come any issue during our work. In this way , I had manage my team project risk which I think had done in good manner.

The link from where I got the information on risk analysis are:

https://www.mindtools.com/pages/article/newTMC 07.htm(Team, 2020)

https://www.sciencedirect.com/topics/computer-science/risk-assessment-report

2. Project and people management

We have the group of four members. All of them have particular assignment to do within the extend. And being the project manager I think I have tenderly oversee the group part of my gather.

For this, I have utilized base camp for entirety this sprint. Base camp gives us wide include to do the extend assignment in simple way. So, utilizing the highlight of base camp I am able to oversee my group. I have doled out their errand on base camp, make declaration on any unused data with respect to the extend additionally

illuminate the data which was recommended from the my team team members. I have been utilizing base camp for communicating, organizing the diverse records and organizer of my venture which leads in great administration of group.

2.1.1. Basecamp

The generally work or errand are attempted utilizing basecamp. Being Project manager basecamp is the foremost monstrous put from where I work conjointly see what's going on with the group individuals and how they are working in their assignment. Underneath I have specify a few screenshot of basecamp with distinctive work.

Basecamp overview:

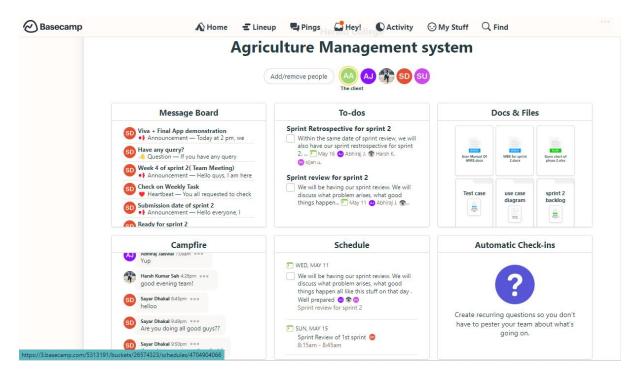


Figure 1: Overview of Base camp of our project

Message Board:

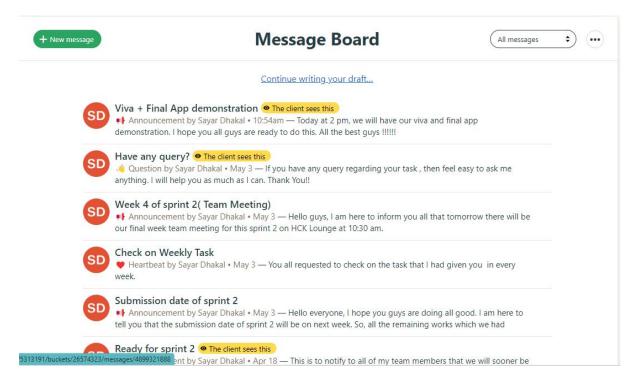


Figure 2: Message Board

It is the message board of base camp. Here all the declaration with respect to unused data, assignment relegated, group assembly are recorded. You'll see the work by me in this message board.

Campfire:

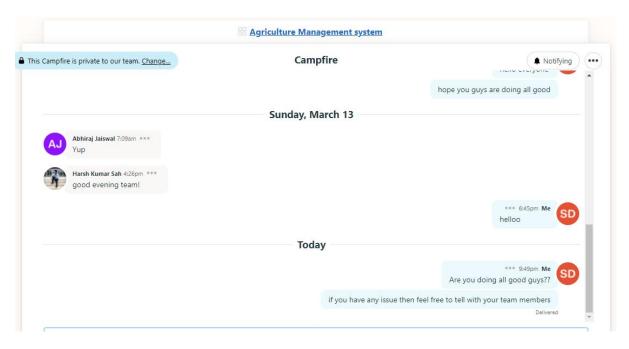


Figure 3: Campfire

It is campfire of basecamp. Here, all the group part are communicate with each other formally or casually within the setting of the project. This the test of our campfire.

• To Do:

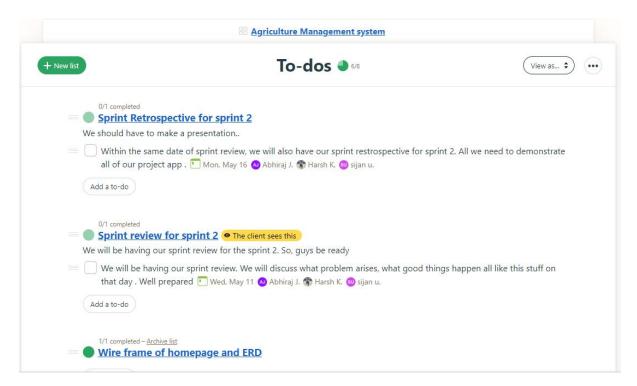


Figure 4: To-dos

This can be the To-do list of base camp. In this, venture chief allot the errand for all the group individuals individually. Here, due date are moreover enroll. This can be the to-dos list of my extend where I have given the errand to my individuals.

Docs and files :

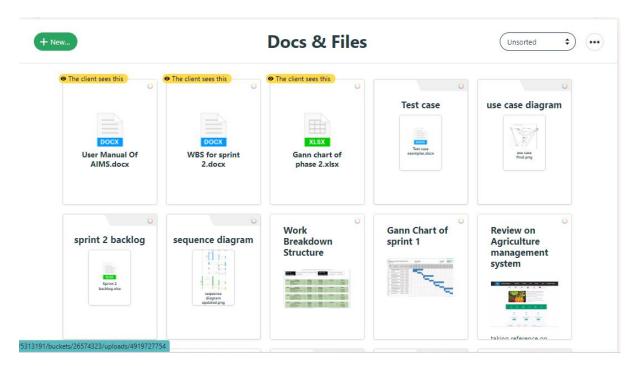


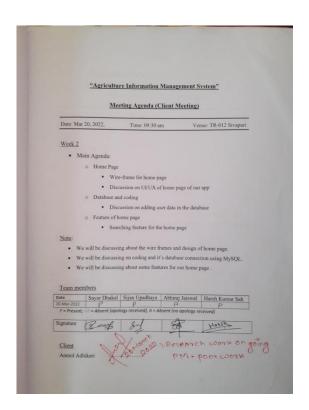
Figure 5: Docs & Files

This is often the docs and records of basecamp. In this highlight, all the archives and the records of project are transferred so that afterward it'll be utilized as a confirmation. You'll be able see we are too uploading our given errand in this list.

Hence, these are the most feature of basecamp where we are able work in a group and let our extend to get to the objective.

2.1.2. Meeting minutes

Meeting minutes is one of the foremost vital things in a venture administration. It is note which are recorded amid a assembly. It highlight the key issues that are talked around, meeting plan which are to be attempted. In our project we have meeting minutes with client and group individuals. Underneath is the screenshot of assembly minutes of our project:



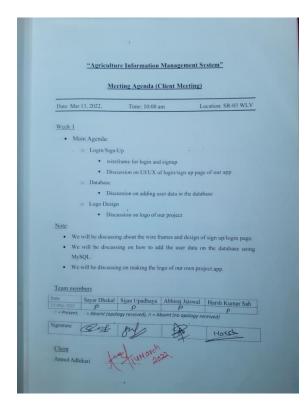


Figure 6: Meeting Minutes

2.1.3. Meeting schedule

Meeting plan could be a note where date of meeting held are recorded. In our venture we have assembly with both the client and group part individually. And it's my part to oversee the assembly plan. I have given diverse time and date for the assembly. I have made a assembly plan in base camp. So, the screenshot of assembly plan which I declare in base camp is

underneath:

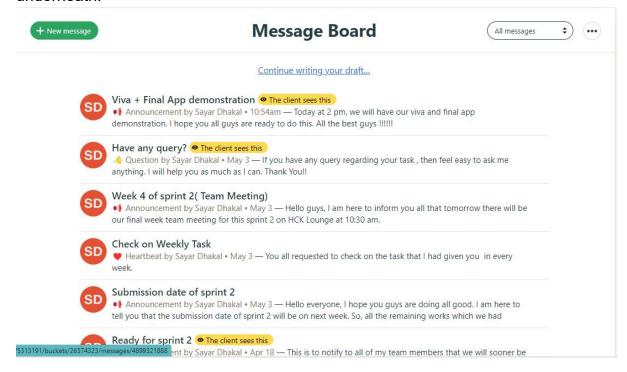


Figure 7: Meeting Schedule

Below I have made a table from where you can get clearly information when we had our meeting held for this sprint 2:

Week1	Client	Team
	Meeting	Meeting
Date	Apr04,2022	Apr05,2022
Time	9:30 am	11:30 am
Location	TR-012	HCK
	Sivapuri	Lounge

Week2	Client	Team
	Meeting	Meeting
Date	Apr11,2022	Apr12,2022
Time	09:30 am	11:30 am
Location	TR-012 Sivapuri	HCK Lounge

Week3	Client	Team
	Meeting	Meeting
Date	Apr18,2022	Apr20,2022
Time	09:30 am	11:30 am
Location	SR-03	HCK
	WLV	Lounge

Week3	Client	Team
VVEEKS	Client	I Calli
	Meeting	Meeting
Date	Apr25,2022	Apr27,2022
Time	09:30 am	11:30 am
Location	SR-03 WLV	HCK Lounge

2.1.4. Attendance

Whereas working in a group, the nearness of group part is exceptionally basic for completing the extend group. Underneath I have made a participation table where you'll be able see the group individuals nearness.

Date	Sayar Dhakal	Sijan Upadhaya	Abhiraj Jaiswal	Harsh Kumar Sah	Meeting
04-Apr-2022	Р	Р	Р	Р	Client
05-Apr-2022	Р	Р	Р	Р	Team
11-Apr-2022	Р	Р	Р	Р	Client
12-Apr-2022	Р	Р	Р	Р	Team
18-Apr-2022	Р	Р	Р	Р	Client
20-Apr-2022	Р	Р	Р	Р	Team
25-Apr-2022	Р	Р	Р	Р	Client
27-Apr-2022	Р	Р	Р	Р	Team

P= Present, L= Late, A = Absent

Appendix 2

1. Evidences of Good communication and file sharing

As I have as of now specified that great communication is the key to victory of a extend. Group combination is the major figure how the extend will go. So, it is essential to say that the group part ought to have co-ordination, collaboration with each other.

We are also working in a team for this project. We are of 4 members (one project manager, one business analyst, and two developers). We all had good communication and understanding between each other. As like in the sprint 1 we all had do the same step in regard of good communication. As I felt following the same steps as sprint 1 then why should be choosing another option. We had our conservation in Facebook, campfire of base camp and also within the email. I had also made a online meeting with the team members in order to understand the obstacles that they were feeling.

As a prove, we have numerous things like e-mail and discussion in Facebook, discussion on basecamp conjointly have the record sharing of possess errand in basecamp. The list of prove are underneath:

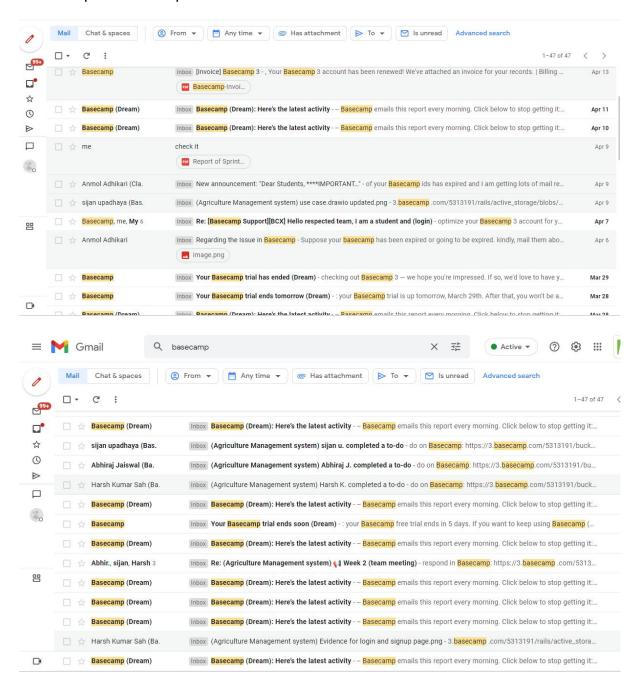


Figure 8: Emails

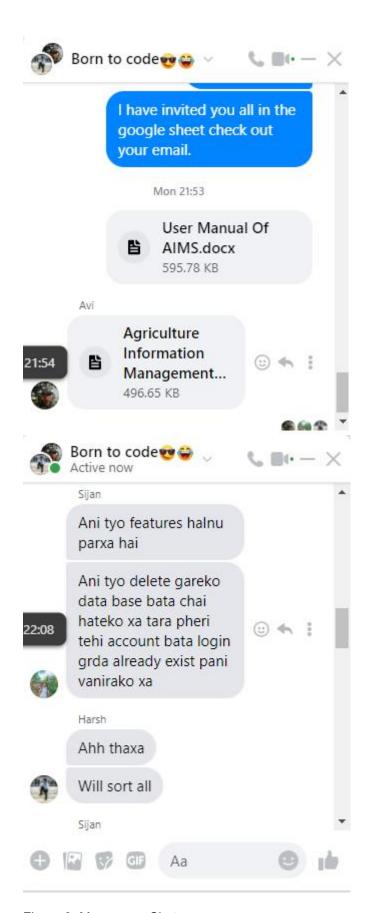


Figure 9: Messenger Chat

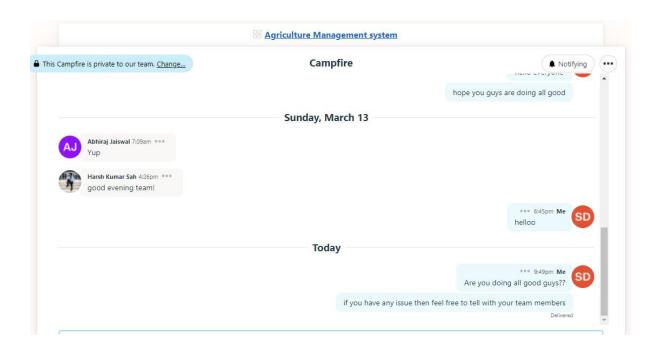
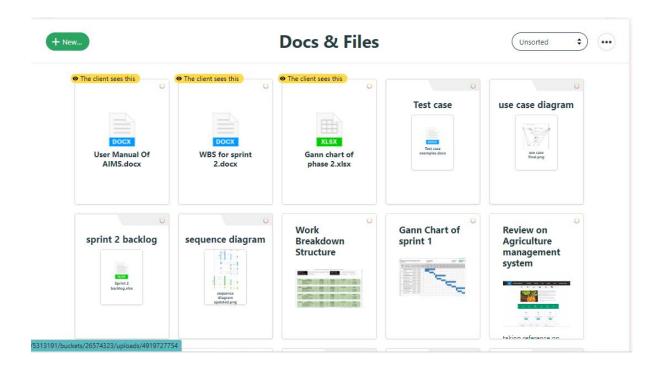


Figure 10: Campfire Conversation



These all are the evidence of file sharing and good communication.

2. Evidences of Continuing Personal Development (CPD)

The extend title of our is Agriculture Information Management System. For this venture, I got the part of Venture Supervisor. So, a tremendous errand is upon my duty. I have to be know how to oversee the group in viable ways and what steps ought to be take after in arrange to urge the extend objective objective. All the overseeing part is upon my obligation so I have begun to investigate in those point. I have perused so numerous report and article with respect to the extend administration and chance examination. Too, I have observe so numerous YouTube recordings on Gan chart, WBS framework etc.

Close to these, the information or abilities that improves my individual advancement is that I have learn online python courses from learning site some time recently the begin of our extend. I have too win a few certificate from those site. I got the information of great coding. This offer assistance presently to collaborate with my engineer in finding bugs and debugging those error code. Hence, personal development plays a vital role in doing the project easier.

Below are the evidence of online certificate and some screenshot of YouTube videos, website:



Figure 11: Online Certificate from sololearn

What is a sprint retrospective?

The sprint retrospective is a recurring meeting held at the end of a sprint used to discuss what went well during the previous sprint cycle and what can be improved for the next sprint. The Agile sprint retrospective is an essential part of the Scrum framework for developing, delivering, and managing complex projects. Since the early 1990s, Scrum has been used to develop:

- Software
- Hardware
- Embedded software
- Networks of interacting function
- Autonomous vehicles
- And much more

Continuous, iterative improvement is a core goal in Scrum product management, and the Scrum retrospective meeting is an official opportunity to achieve this at defined, consistent intervals—when teams have wrapped up a sprint and have a space to reflect and improve how things are done. That said, continuous improvement requires continuous effort. So, it's important for teams to consciously apply the lessons learned in each retrospective to upcoming sprints.

Whitepaper: How to Become an Agile Agency

Whitepaper: Agile Marketing for Creative Teams

Giving a demo of the product

This is widely considered as the main purpose of a sprint review. Developers have the opportunity to show product owners and stakeholders the changes they have implemented.

With hands-on experience of the product, the review team can then assess if additional work is needed and factor that into planning (updating the product backlog accordingly).

A demo isn't necessarily the best way to present completed work. Other methods can be used, just as long as the sprint planning goal remains the same: to review, assess, and adapt.

What Scrum teams can learn beyond product demonstration

Sprint review meetings should not be limited to a product show-and-tell format. Inspection and adaptation should be looked at more broadly and address budgeting, capabilities, and timelines.

For example a completed user story may have introduced an unexpected and unwelsome level of

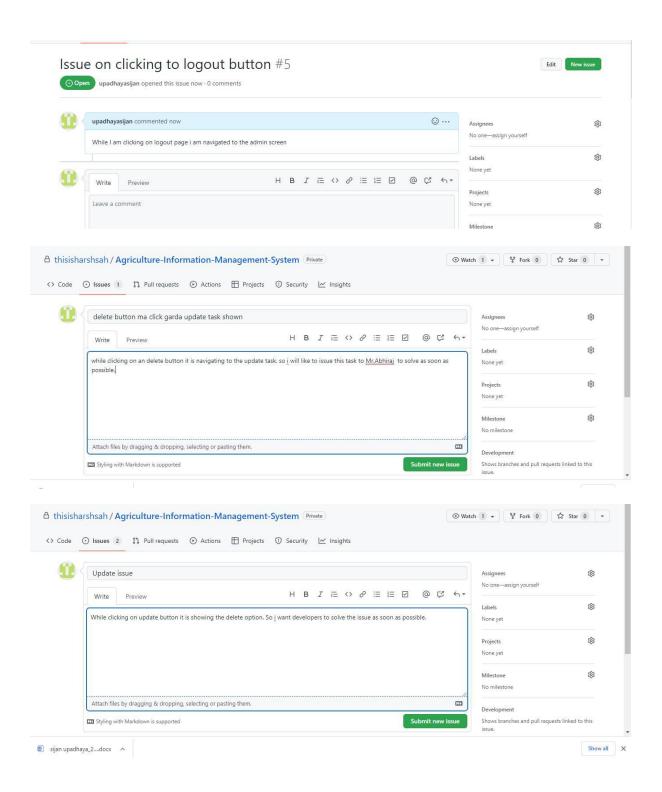
Figure 12: Sprint Review

At conclusion, I need to say that the information and the ability that I have makes a difference me in doing my venture work additionally makes a difference in actualizing my venture necessity with my group individuals.

3. Evidences of Issue tracking

While working in a huge extend, there will without a doubt of emerging of issue on coding as numerous things to be tired coding. So, it is vital to issue following and fathom it as much as conceivable.

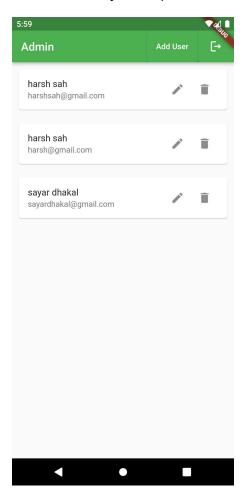
.



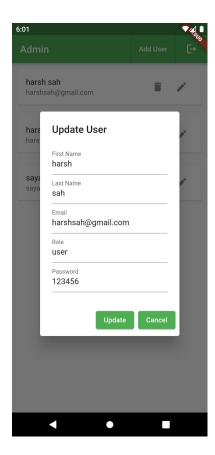
The method of following issues that shoppers have with a program item is known as issue following. Whereas issue following begun as a way to oversee computer program bugs, the standards may be adjusted to physical items, a client benefit outline, and any other perspective of a company that buyers lock in with. The issue following is truly critical from the client point of see. On the off chance that the clients confront a part of issues whereas utilizing that item it makes Negative affect on them which seem make an commerce misfortune of that item. Amid the begin of extend I

was obscure approximately the significance of the issue following. It's a fundamental reality that the sooner you recognize a issue, the less time and cash it'll take to settle it. The taken a toll of finding an issue some time recently composing any code is about irrelevant, but the taken a toll is significantly higher in case the same issue makes it all the way to generation and influences clients. It takes engineer time, back group time, and client inconvenience at that point.

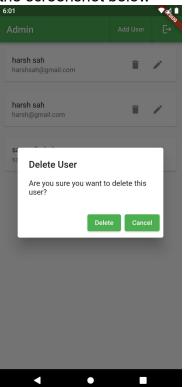
Whereas the workflow and strategy may contrast from one group or extend to the another, the in general objectives and procedure stay steady. Each of these strategies or forms may be broken down or dealt with in an unexpected way by distinctive groups, but the taking after components will be show in each team's testing prepare. 1) Capturing 67 An issue tracker could be a central area where bugs, inquiries, assignments, thoughts, issues, and other things can be captured and dealt with so that they do not drop through the splits. That way, no one will ever be befuddled almost where they ought to log something. In our venture as well As a business analyst I captured the different issues within the extend



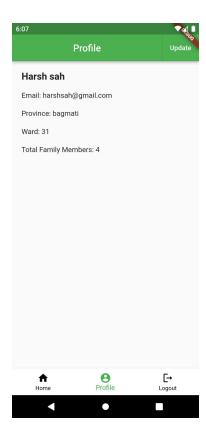
Here in the project when clicking on the delete page is navigating to the update



While clicking on the update button it is showing the delete option as it is shown in the screenshot below-



While clicking on the logout page from the user panel it is navigating on profile page



✓ Prioritization

After finding the issues with all the teammates we prioritized of the issues according to their importance.

✓ Solving the issues

After finding and the prioritization of issues the business analyst provide it to developers and the developers are responsible for the further work. The developers checked the codes and they resolved the problems in the given time.

✓ Reviewing

After the priortization and solving the issues we reviewed the projects and all the issues that were found were solved by the developers.

In this way the Issue tracking process was successfully completed with the good collaboration of all the team members.

Client Presentation:

Below here, I have mention the link of presentation from where you can access my file:

https://drive.google.com/file/d/1KlwSC_iP43eKEl3Emg20mrQjhLJoV2W_/view?usp=sharing

User Manual:



MANUAL FOR AIMS ACCOUNT USER

- A. Registration process
- B. Login process
- C. Add crops process

A. Registration Process(Creating a account)

[Please avoid this step if you are already a registered User of AIMS]

Note: For a user , they can processes to create their account through Mobile.

Steps to follow:

- 1. Open the app (AIMS) in your mobile .
- 2. Click on the Sign Up button .



3. After clicking on that red shaded part, you will forward to the <u>screen</u> of sign up page.



4. In this first form of this page, you need to fill up your first name.



- 5. As like the <u>Step 4</u>, you need to fill up all the form respectively taking the <u>guide from the placeholder</u>.
- 6. After filling up all the requirement, you need to click on that red shaded <u>Sign Up button</u>.



- 7. After clicking on that Sign Up button, you will forward to <u>Login Page</u>. All you need to do is <u>fill up</u> all the information what you have text in that Sign Up page.
- 8. When you finished up filling all of the form in login page just click on login button and you will be forwarded to the home page of AIMS.

In this way, you (user) can able to register your account and get a chance to access the features of AIMS.

B. Login Process

[Please For the login process the user need to have already been registered in the app.]

1. First, you need to open the app, the interface is look like as below:



2. You need to fill up the E-mail section with your email address.



- 3. As like the step 2, you need to make your password in that section called password.
- 4. When you finished up filling both the section , you all need to <u>click on</u> that green shaded button called login:



5. Here, you have <u>completed</u> your login process, you will see the below interface after clicking login button:



C. Add Crops Process

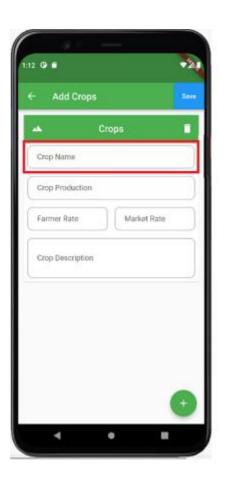
1. This is the homepage of our AIMS system when the user logs in to it. After that when the user clicks on the floating button i.e., the <u>"+" icon</u> which is highlighted by red color the add crops page opens.



2. By clicking on that page, the user will be forwarded to the next page where they can add the crops, they want by clicking on the <u>floating</u> <u>button</u> which is highlighted in red color.

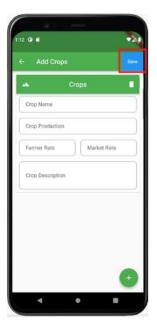


3. On this page, users can add the <u>crop details</u> with some descriptions like Crop name, Crop production, Farmer rate, Market rate, and Crop description.

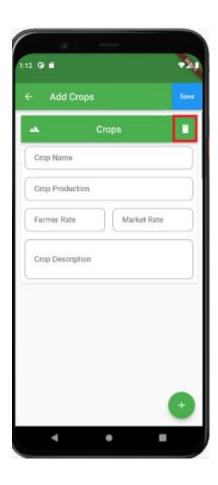


4. Similarly, on the same page after writing the description we must save the details which can be saved by clicking on the <u>save button</u>

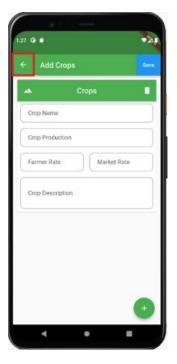
shown on the right top also for reference we can see the red highlighted part of the application.



5. Just in case of some details mistake users can delete the crop added by clicking on the <u>delete button</u>, which was saved before, and for help, we can see the photo attached aside in this page highlighted in red color.



6. After the details have been saved, we can see the details of it on the homepage by clicking in <u>back button</u> placed on the left top of the application.

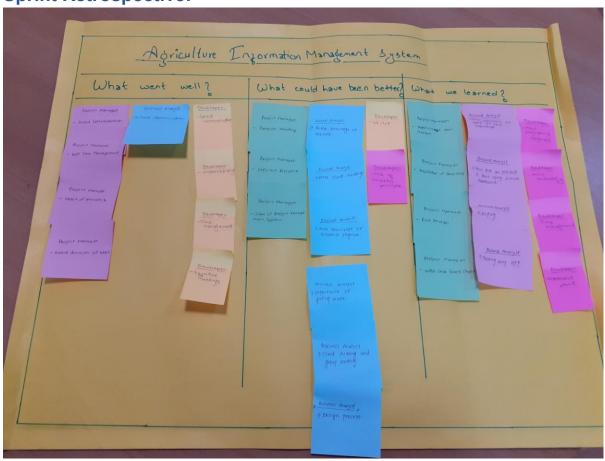


7. After going back to the <u>homepage</u>, we can see the details as follows.



This is the user manual of our app (Agriculture Information Management System).

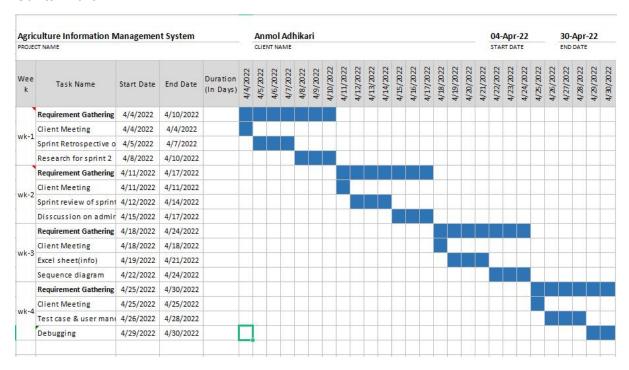
Sprint Retrospective:



Work Breakdown Structure(WBS):

ROJECT	AGRICULTURE INFORM	MATION MANAGEMENT SYSTEM	COMPANY NAME	HERALD COLLE	GE KATHMANDU
ROJECT	MANAGER SAYAR DHAKAL		Start Date End Date	04 Mar, 2022 30 Apr, 2022	
					4
Week	Task Name Requirement Gathering	Start Date 4/4/2022	End Date 4/10/2022	No. Of Days	Progress
	Client Meeting	4/4/2022	4/4/2022	1	Completed
1	Sprint Retrospective of Sprint 1	4/5/2022	4/7/2022	3	Completed
100	Research for Sprint 2	4/8/2022	4/10/2022	3	Completed
Week	Task Name Requirement Gathering Client Meeting	Start Date 4/11/2022 4/11/2022	End Date 4/17/2022 4/11/2022	No. Of Days	Progress - Completed
2	Sprint review of Sprint 1 Discussion on admin panel	4/12/2022 4/12/2022 4/15/2022	4/11/2022 4/14/2022 4/17/2022	3	Completed Completed Completed
	Discussion on damin panel	4/13/2022	4/1//2022	3	Completed
Week	Task Name	Start Date	End Date	No. Of Days	Progress
	Requirement Gathering	4/18/2022	4/24/2022	7	-
3	Client Meeting	4/18/2022	4/18/2022	1	Completed
	ExcelSheet(info)	4/19/2022	4/21/2022	3	Completed
	Sequence diagram	4/22/2022	4/24/2022	3	Completed
	Task Name	Start Date	End Date	No. Of Days	Progress
Week					

Gantt Chart:



References

- HARRIN, E., December 13, 2019. Project Management. *The Compnents of Gantt Chart*.
- Simplilearn, Feb 8, 2022. Project Management. Exploring Work Breakdown Strucutre in Project Management.
- Team, M.T.C., 2020. Mind Tools. Risk Analysis and Risk Management, p.3.