

# Deliverable 5: Final Team Project

## Deliverable

---

This final deliverable is worth 40% of the total marks for the project. Most of the marks for this deliverable are for reflective reports about your experience.

- Team report where you reflect, as a team, on your project experience (20%).
- Individual report where you reflect on your personal contribution to the project and on the lessons you have learnt (15%).

The remaining 5% will be determined by your overall performance, punctuality, cohesion and professionalism in the supervisor meetings throughout the semester (see bottom this document).

### What should be included in Deliverable 5

The deliverable consists of two parts:

#### Part 1) ) Evaluation of your project experience as a team (8 pages max) [20 marks total]

As a team, evaluate your project experience, including the management of your resources, and the processes and tools you adopted. This should consist of four sections:

- **Evaluation of Team Work [6 marks]**

Evaluate your work as a team. What do you think went well? What could have been better? What were the advantages and disadvantages of adopting an agile methodology for your project? Did you follow the XP values? If so, how did they help?

- **Time Expenditure [6 marks]**

Using your burndown charts and sprint reporting as a basis, describe and discuss how you managed time within your project. You should consider addressing the following questions:

- How much time did each person expend? (rough estimate, e.g., approximate hours/week).

- Which activities were most expensive?
- What type of effort estimation did you use? Was it useful? Did your estimation improve during the project?
- How did you balance the workload for each individual team member? How could you have organised your time more efficiently? If this is not possible, then justify.

- **Tools and Communication [3 marks]**

Describe and evaluate the tools you used in this project. This should include tools for software engineering (design and development), for collaboration (to facilitate working collaboratively on code and documents) and for communication. Discuss their respective value, identifying which ones were most effective. Also briefly describe and evaluate your team's strategy for physical meetings (including Scrums, sprint planning, review and working meetings) and their frequency.

- **Advice to Next Year's Students [4 marks]**

Describe what advice you would give to students working on the SEG project next year, and why. This may cover, for example, communication strategy, use of tools, commitment to agile working, or any other area you deem relevant.

One mark will be awarded for clear, succinct, presentation across all four sections.

## **Part 2) Personal Reflection (3 pages max) [15 marks total]**

Describe and evaluate your *own* experience and *personal* contribution to the project. This should consist of three sections:

- **Team Working [5 marks]**

From your personal perspective, reflect on how the team worked together to meet its objectives. You may expand issues raised in the team evaluation (in part 1 above), offer your own view and/or focus on entirely different areas that are particularly important to you, but do not simply repeat material from the group report. Also reflect on your personal contribution to the effectiveness of the team. You may wish to consider the following questions in doing this:

- In what ways was your contribution effective? Describe how the team achievement would have been different without your input?
- How does working in a team compare to working alone? Did you encounter any conflicts, and how did you personally deal with them?
- What would you change about the way you worked and interacted with your other team members if you were to start the project again?
- What was the most valuable experience for you during this project?

- **Personal Achievement [5 marks]**

Pick one aspect of the system that you personally built and that you are particularly proud of (in terms of its contribution to the overall application). This could be part of the user experience, a particular software component or a testing strategy. Describe how you designed, built and integrated it with the overall system. Critically evaluate the effectiveness of your contribution, any challenges you faced and what you would do differently next time.

- **Agile Methods [4 marks]**

Pick an aspect of agile methods and tools that you have learned about in this project. Describe it, describe how it was applied in your team, and then reflect on its effectiveness. Example methods and tools include:

- Envisioning: user stories, storyboards, stakeholder analysis, personas
- XP values
- Scrum: sprint planning, burning down a sprint backlog, review
- Task breakdown and estimation
- Test-driven development One mark will be awarded for clear, succinct, presentation.

## Format

Each report should be submitted as a PDF file or a file in standard MS office formats.

## Submission

- Hand in the team report (part 1) through the ECS coursework hand-in system, one per team. Please name this file team\_X\_Final Report.\* where X is your team number
- Hand in your personal reflection (part 2) separately through the hand-in system, as an individual. Please name this file name\_team\_X\_Final Report.\* Where name is *your* name and X is your team number

## Deadline

Wednesday, 27th May 2020, 4pm (for electronic submission). The marking scheme for the deliverable is available separately from the course website.

## Part 3) Group meeting conduct & professionalism (5 marks)

5% of your mark for this component comes from your supervisor's assessment of your team's performance in ALL of the supervisor meetings throughout the semester. The criteria for this component is as follows:

**Excellent-** Always punctual, good use of time, slick presentations, professional manner, excellent group cohesion

**Good-** Very punctual, mostly good use of time, organised presentation, good group cohesion

**Satisfactory-** Mostly punctual, sometimes disorganised, evidence of group cohesion

**Borderline-** Sometimes late, evidence of disorganisation, evidence of poor group cohesion, sometimes lacking professionalism

**Inadequate-** Late, disorganised, unprepared, poor group cohesion, unprofessional, chaotic