Team SMRT



INITIAL ITERATION PLAN

* **Team Members -**
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  + **Sankaja Sugeeshwara Wijesiri Gunawardana                                  11603047**
  + **Jayasekara Mudalige  Saliya Suminda Bandara Jayasekara        11618815**
  + **Chanakya Jayasinghe                                                                          11621806**

[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 | 24 Jul 2017 |
| Group formation | 26 Jul 2017 |
| Create communication media | 31 Jul 2017 |
| Establish a ‘push’ communication mechanism | 07 Aug 2017 |
| Team logo creation | 07 Aug 2017 |
| Creation of Version Control Repository / Branches | 07 Aug 2017 |
| Team Charter creation | 09 Aug 2017 |
| Create Iteration plan | 09 Aug 2017 |
| Team meeting and progress update in wiki | 11 Aug 2017 |
| Iteration stop | 11 Aug 2017 |

# 2. High-level objectives

1. Find good team members and create a group for the project.
2. Create general communication media, Whatsapp group and the email.
3. Establish a group as a push communication mechanism for managing the project in Trello.
4. Design a team logo for the team SMRT.
5. Create a version control repository using GitHub and GitHub Desktop.(Master repository and one branch for each member)
6. Create Team Charter, Team Iteration Plan.
7. Each and every action that the team is taken has to be updated in team wiki.

# 3. Evaluation criteria

1. Formed a good team with different abilities and each member has good commitment and dedication.
2. Created general communication mechanisms such as an email ([smrtmlb@gmail.com](mailto:smrtmlb@gmail.com)) and the whatsapp group (Team SMRT).
3. Created a Trello account as a project management communication mechanism.
4. Designed a best logo.
5. Created master repository in GitHub as version control repository and created four branches for each member in the group to continue their development. Used GitHub Desktop as client to use GitHub.
6. Created team charter and the team iteration plan.

# 4. Work Item assignments

The following Work Items will be addressed in this iteration:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Work Item ID** | **Name or key words of description** | **Outcome** | **State** | **Assigned to (name)** | **Estimated Hours** | **Hours worked** | **Estimate of hours remaining** |
| 1 | Push communication Mechanism | Whatsapp group and a gmail. | Completed | Dhanushka / Chanakya | 0.5 | 0.5 | 0 |
| 1.1 | Project management mechanism | Used Trello as project management mechanism | Completed | Dhanushka/ Saliya | 2 | 2 | 0 |
| 1.2 | Basic tutorial about Trello, how it works | Trello is totally new for members, better to get at least basic knowledge. | Ongoing | Saliya/  Sankaja | 6 |  |  |
| 2 | Design a logo | Create a good team logo | Completed | Saliya | 1 | 1 | 0 |
| 3 | Create GitHub reporsitory/ master | Create master repository in GitHub. | Completed | Chanakya | 3 | 2.5 | 0.5 |
| 3.1 | GitHub branches | Create branches for each member. | Completed | All members with the help of Chanakya | 4 | 3 | 1 |
| 4 | Team Charter | Create team charter | Ongoing | Sankaja | 3 |  |  |
| 5 | Project Iteration plan | Create Iteration plan | Ongoing | Dhanushka | 3 |  |  |
| 6 | Meeting minutes | Taking meeting minutes and update team Wiki. | Ongoing | Saliya | 2 |  |  |

# 5. Issues

|  |  |  |
| --- | --- | --- |
| **Issue** | **Status** | **Notes** |
| Trello is totally new tool for each member in the group. Basic knowledge transfer should be arranged ASAP. | Task allocated to two members Saliya and Sankaja |  |