

Members:

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1. Gathering Requirements

The project objective is to create a product that allows clients greater and deeper insight into current progress in projects. The problem that is caused by clients not understanding how fast their project is moving forward is that it can allow for suboptimal or mistimed business decisions to be made. A success criterion for this project is client satisfaction, which can be broken down into clear communication from the developers and simple-to-understand statements on current tasks being done.

2. Identifying Key Stakeholders

- **Clients/Sponsors:** Primary users who will benefit from the simplified project progress dashboard. They require transparency and ease of use in tracking project status.
- **Project Managers:** The people responsible for ensuring accurate project tracking and communication with clients. They will interact with both the internal tracking tools (like Jira) and the client-facing dashboard.
- **Development Teams:** These teams will provide the input data (via internal tools like Jira) that populates the client dashboard. Their work impacts the data shown to clients.

3. Requirements Elicitation (Survey):

- What are your primary goals when using the system?
 - Lucas Umberger - Want a summary of everyone's work being done (like a one stop shop)
 - Group 09 - Tracking the progress of what we're paying for (like in a progress bar). Presenting the information in a way that is very easy to understand.
- What problems do you face that this system should solve?
 - Lucas Umberger - Understanding other teams' work when not being involved

- Group 09 - There are too many ways of representing tasks in a system like Jira. It would be nice to have less nuance in a system like this to make it easier to present progress information.
- What do you like or dislike about the current system/process?
 - Lucas Umberger - Like how it tracks the progress, but wish it was more simplified when you don't have a technical background
 - Group 09:
 - Like:
 - Create tasks and move them from the backlog to in progress (and done afterward). Basically, there are many columns to group tasks into
 - Can move tasks from sprint to sprint, and keep the sprints' tasks separate
 - Like the user interface from the developer side
 - Dislike:
 - There can be too many configuration options for each task
- How easy is it to use the current system on a scale of 1 to 10? Why?
 - Lucas Umberger - 3/10 because sometimes it is hard to understand what is happening on adjacent teams
 - Group 09 - If you only use the tasks and not focus on the other stuff (so you just have the tasks and their descriptions) and use the backlog/sprint features, then around a 6 or 7, and not higher because there are too many things that you could mess up.
- What specific features/functions would you like to see in the new system?
 - Lucas Umberger - Clear visualization, summary page, overview
 - Group 09:
 - A progress bar with tasks completed (weighted by size) against estimated total number of tasks (weighted by size)
 - Estimated completion date
 - What the point of each ticket is
 - What each person is working on
 - How the tickets all connect to each other (like in a graph visualization kind of thing)
 - Something that helps the client understand how the tasks fit in to the project as a whole
 - Should be able to help the clients start conversations

4. Results Summary

User goals for the project:

- Users need to understand progress on what's being paid for

- Users need understand the importance of current tasks

User issues with current systems:

- Jira can get too complex with configurations
- It can be hard to see what's happening on adjacent teams