**Appendix I – Rubrics and checklist for Part 1 Milestone 3 review: Project Status and UI Review. Use modification of this for M3 summary**

**Section:01 Team:3 Date:11/18/21**

**Number of students present:6**

1. ***UI and functionality feedback (P1 functions only)***

During the meeting, students will demonstrate to run your SW from deployment server**:**

- Test main user scenarios

- Show UI and usability: adherence to the feedback on UI mockup at M2, layout, flow, clarity, functionality etc.

Instructor will

- Check functionality and record issues/observe bugs

- Share comments on key UI implementation

- Verify Performance of web page

- Verify enough WWW pages are implemented and connected

**Students must** record meeting summary (use a scribe and Appendix I as template. Keep tracks of institutor’s comments). Then the team should meet to analyze feedback, prioritize and revise and plan to implement changes accordingly**. Also, immediately after the review the team must finalize P1 set of features and focus only on those from then on.**

* Instructor’s comments on functionality for your demo (should be filled after your demo on M3)
* Instructor’s comments on UI (should be filled after your demo on M3)

Mobile compatibility? Recommended songs should feel fluid, touch interactive?

Make like/dislike UI easier to identify

1. ***Brief review of coding, github, database etc.- write down items below and verbally explain it during the meeting if time is allowed***
   1. *Branch policy*:
      1. *How many branches are decided, and what would be the purpose for each branch*

Branches are made for any new features, this includes things like new pages, new endpoints, etc. Each branch has a singular purpose, being its intended feature.

* 1. Code review policy
     1. Who would be the reviewer?

Cameron, team lead, would be code reviewer for most pushed features. Dimitri, back-end lead, reviews code made for backend features and Stephen, front end lead, reviews code made for frontend features.

* + 1. What are your team’s major review items to check?

Right now major review items are the authorization code.

1. ***Project status – write down the items below and verbally explain it during the meeting if time is allowed***
   1. *Teamwork*: is the team working out, any related issues. (important)
      1. The status of scrum meeting

It is important for all members to participate in most of activities (80-90%).

Scrum meetings going well, go over current progress on each team and help each other debug any code. Members attend most meetings.

* 1. *Risks*: all actual (not hypothetical) risks (schedule, technical, skills etc.) should be identified and either resolved or plans should be made to resolve them asap.

There are some scheduling issues as the semester come to an end team members are busier, however each member is committed to making the weekly meetings to solve this.

1. ***List of P1 features committed for delivery***

**Please show the list of P1 features you are going to commit for the project. Once you set these at M3, you can not change during the rest of the semester.**

**1. A user shall be presented with a set of questions to determine their musical interest.**

**2. A user shall be able to switch between different "music profiles" to switch the type of song recommendations they will receive.**

**3. A user shall be able to get recommended songs.**

**4. A user shall be able to play recommended songs.**