***Reflective Journal Entries – IFB299***

**Entry 3 – Weeks 10-13 (Release 2)**

In terms of Sprint 3, I have contributed to the team’s implementation and testing of the functionality of user stories developed during this sprint by constructing the templates of questionnaires and test scripts for testing potential users, as well as utilising these templates to assess these user stories against feedback from potential users. I have also been actively involved in seeking feedback from not only these potential users through these testing phases, but also from our clients in order to assess our progress and consult with them regularly to determine if they believe we are meeting the requirements of our development project and are meeting the necessary user stories.

I have also contributed to the construction of the second Business Letter that was utilised for our peer review, actively taking notes and observations during our partner team’s demonstration in order to effectively write this letter and provide them with valuable feedback regarding the project’s progress. We also received a second business letter from our client team (Team 81), which detailed what aspects of our demonstration they thought were good and what areas they felt we could improve upon before the final demonstration after Sprint 4. Our team was then able to utilise the feedback given to us, both from our client team as well as the potential users who were surveyed with the questionnaire and test scripts, in order to employ new ways of thinking and new methods of development into our project to improve upon our progress and improve certain aspects that may have not served their full purpose.

From this particular sprint, there are instances that can be highlighted and reflected upon in order to improve our team’s performance during the final development stage of the project. Firstly, a point of reflection amongst the team would be the equal contribution of all team members during this upcoming final phase of development. Each team member needs to be able to utilise their skills to the best of their ability, working to their strengths to contribute meaningful work to the end result of the project. Secondly, another point of reflection would be team member awareness of the time sensitivity of this project. Due to the fact that we are coming into the final stage of the project’s development, team members need to be aware of the timing associated with completing certain tasks and need to allow enough time for themselves to complete these tasks in order for the project to remain on track and be completed on time. This means that all team members need to be aware of their allocated tasks to ensure they can be completed in the remaining time frame, and seeking assistance from other team members where necessary.

In terms of Sprint 4, I have contributed to the implementation and testing of the functionality of user stories developed by continuing to conduct surveys with potential users through the use of the questionnaire and test scripts templates in order to gain valuable feedback on the progression of the project. The feedback gathered as a result of these user tests and surveys was utilised by other team members in conducting other acceptance tests and when preparing these documents, with the feedback I gathered playing a vital role in the progression of our project as we were able to assess the completion of each story through these surveys and gain a user’s perspectives on what could be improved upon with the website’s design and functionality features in order to enhance the user experience.

I have also contributed to the team through the finalisation of the burn down charts utilised throughout these releases in order to assess our team’s progress through each sprint. These finalised burn down charts – comprising of Overall Release burn down, Sprint 1 and 2 burn downs, Release 1 burn down, Sprint 3 and 4 burn downs and Release 2 burn down – assisted with determining the team’s velocity after each sprint had concluded as well as providing our clients with a visual perspective of the team’s progression through each sprint.

Overall, I feel that our team (Team 82) worked very well over the course of this project and developed a well executed, appealing and appropriate website for our stakeholders at the conclusion of this release. I feel as though every team member played a part in ensuring that the final website produced was operational, giving our client’s organisation an acceptable level of business value. While there are some aspects that our team could’ve improved upon throughout the duration of this project – such as communication between team members, time management and completion of tasks – overall the team were successful in achieving our desired outcome, and can therefore convey to our clients that we have delivered a functional website for our clients to utilise in their day to day operations of the community centre.