***Reflective Journal Entries – IFB299***

**Entry 2 – Weeks 5-9**

In terms of Sprint 1, I have contributed to the implementation and testing of the functionality for user stories developed by assisting with the prioritisation of user stories in our initial Release Plan as well as the finalisation of the user story acceptance criteria that would be used to assess the stories during their acceptance tests. I have also been active in regularly seeking feedback from our clients as to whether they feel these criteria are acceptable to test the functionality of our stories during development. I was also a contributor to the construction of the Business Letter for our first Peer Review, doing research for the team on how to correctly construct a business letter and actively taking notes and seeking additional information from our partner development team (Team 81) in order to effectively construct the business letter and provide valuable feedback to them on the progress of their project so far. We also received a Business Letter from our partner team with regards to our demonstration that provided us with valuable feedback on our presentation and the progress of our project so far, and our team will utilise this feedback received in order to improve upon our future development of the project.

From this sprint, there are instances that can be highlighted and reflected upon to improve our team’s performance in the future development of the project. For instance, a point of reflection amongst the team would be the equal contribution of all members to the project development, with every team member putting in the same amount of effort when developing these stories. This could be done by team members working to their strengths on the development of the project, including IS team members contributing to the workload effectively through relevant pieces of work that would benefit the team as a whole and assist the client’s understanding of the project (e.g. modelling, prototyping, documentation, etc.) while the CS team members contributing to the workload through their focus on the coding aspects of the website to ensure its functionality, with assistance from IS members when required.

In terms of Sprint 2, I have contributed to the implementation and testing of the functionality for user stories developed by assisting with developing BPMN models for the team, with my contribution being that I’ve created a model that illustrates the process of how a general member would interact with the website. The creation of this model assisted with the implementation of user stories into our project as the rest of the team members were able to visualise how this particular user was going to interact with the website and construct certain features and functionalities of the site accordingly to reflect this process where we were able to test if the functions of the website correlated with the user stories they were supposed to be representing.

While I was not one of the team members who conducted the acceptance testing for the stories, I have assisted the team in other ways by creating and updating the Burn Down charts for our Sprint and Release Plans to provide all team members with an insight into how we are tracking with the development of our user stories and regularly providing updates to our client team regarding the status of the project so far. I have also assisted with regularly confirming the status of the team’s progress with the stories being developed throughout both of our sprints by ensuring that we are correctly logging the actual hours in our plans to compare against our estimates and use these, along with the Burn Down charts to determine our velocity.

From this sprint, there are instances that can be highlighted and reflected upon to improve our team’s performance in the future development of the project. For instance, a point of reflection among the team would be to ensure that we are effectively communicating with each other regarding the status of the project and ensuring that each team member is able to contribute to the outcome of the project. This could be done by ensuring that if a team member is struggling with an aspect of development, they are able to ask other in the group for assistance or advice on how to tackle the problem, with other team members willing to step in and help them out to ensure the project development is not falling behind.

Another way of ensuring that the project successfully keeps on track to achieve the desired outcome would be ensuring that every team member is effectively communicating with one another to ensure all members are aware of the status of the project. This will also ensure that if need be, the team are able to convey to the clients if there is an issue with developing an aspect in order to keep them up to date on the project status and ensure they are aware if adjustments need to be made to the sprint plans (e.g. if the team is falling behind on the user stories due to be completed or if the team is ahead of the user stories to be completed and negotiation with the client team to add extra to the sprint plans).

With regards to the overall development that occurred in Release 1, our team can say that we have all contributed to the development of the user stories and the development of the project so far. We have completed the majority of our user stories that we aimed to complete by the conclusion of these sprints, with us having around a 70-80% completion level and the majority of stories passing their acceptance tests. However, there are still some stories that we need to review and finalise before beginning Release 2 (Sprint 3), and we have adequately adjusted our future sprint plans to accommodate for this extra finalisation in order to ensure that our next set of stories are able to be completed on time and in an effective and efficient manner.