

# Definition of Done

This document elaborates on when we, as a team, define a task to be 'done'. The types of the tasks are listed alphabetically.

*(Take into account that this document is not final yet, as more definitions can be defined for future sprints.)*

## Bug fixes

An activity that involves bug fixes is considered as 'done' if

- the bug has been fixed, according to the person that is responsible for the activity.
- the absence of the bug involved is ensured by additional tests
- the Pull Request of the bug fix has been reviewed by at least two peers before merging
  - any comments on the PR should have been resolved by the person responsible for the bug

## Document construction

An activity that involves constructing documents is considered as 'done' if

- it at least meets the criteria (in terms of an available template or guidelines) that have been provided for it
- the rubrics have been checked if the expectations are met for the final version of the extension (done by the person responsible)

## Implementing features

An activity that involves implementation of features is considered as 'done' if

- the feature has been implemented
- the feature has been sufficiently tested (at least 75% of meaningful<sup>1</sup> line test coverage),
- the feature has been documented
- if the feature included a change in architecture, the architecture document should have been updated
- the code of the feature has been analyzed with static analysis tools
- the Pull Request of the feature has been reviewed by at least two peers before merging
  - any comments on the PR should have been resolved by the person responsible for the feature

## Research and subsequent decision making

An activity that involves research is considered as 'done', if

- the results of the research have been fully documented
  - using arguments, conclusions and provision of relevant information and/or citations
- there is one unambiguous decision made by the group in the conclusion of this research
- the research includes at least 2 other methods to solve the problem
  - In case that there is only one alternative, the research is considered as done if this alternative has been documented, including a comparison of the features between the two solutions.

## Sprints

Sprints in general are considered as 'done' if

- the tickets of all features that have been selected before the feature freeze<sup>2</sup> have been closed
  - Tickets can be dropped before the feature freeze if either an unexpected problem arises or there is not enough time to finish them
  - Features that have not been completed have been documented in the Sprint Retrospective
- the retrospective document of the sprint has been completed

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<sup>1</sup> Meaningful means that the tests actually test the functionalities of the extension and for example do not just execute the methods involved

<sup>2</sup> We put a feature freeze in place on the Thursday afternoon, meaning that nobody can start working on a new ticket. This is to make sure we have a working version by the end of Thursday to show in the meeting on Friday.