

**CIS 4250 – Software Design V**  
**Instructor: Prof. S. Scott**  
**Individual Accountability Report (IAR) Template**

Note. Refer to the Project Manual for detailed instructions for IAR submissions.

**Individual Accountability Report (IAR) Template**

The following questions **MUST** be included and answered completely for each submitted IAR.

**IAR must be submitted one of the following file formats: text or PDF.**

Q1. Student Name: Andrew Chow

Q2. Student ID: 1088114

Q3. Associated Team Deliverable: Team Contract & Application Proposal

Q4. Team #: 8

Q5. What were the main technical or methodological knowledge, skills and/or abilities (KSAs) that were required to complete this team deliverable? What prior courses or experiences (e.g. co-op, group project, etc.) from your Software Engineering degree did you draw on for these KSAs? (bulleted list is preferred):

**Skills and Abilities**

- Product/Project management tools, being able to identify open source projects and brainstorm user features to implement across a 4 sprint timeline
- Strong communication and leadership skills, able to collaborate and interact with other group members in a timely manner

**Prior Courses & Experiences:**

- Previous internship experience in software development and quality assurance
- Previous software engineering courses (Software Engineering / Design 1-4)
- Previous Mentor at previous Hackathons (HackTheNorth, DeerHacks, etc)
- Previous TA experience (CIS1050, CIS1200, CIS1300, CIS2500, CIS2170)

Q6. What was your existing level of experience with these topics/skills before your team began working on this deliverable? (1-2 sentences):

I have a high level of experience in project/product management, being able to organize, communicate and lead teams. Similarly, I have previous experience in back-end development, specifically in distributed systems.

Q7. Comment on your individual KSAs learning during this deliverable, and what additional learning may be needed to understand or be more competent with these topics / tasks in the future?

In this deliverable, I used my previous experience to research potential open-source projects our team could expand upon. Although I was familiar with the skills required during this deliverable, there's always room for improvement. This improvement is dependent on continuous practice through group projects. I could improve upon my decision-making skills, by defining requirements that would be used to assess the open-source project guidelines.

Q8. What specific contributions did you make to this team deliverable? This should include technical or project management contributions.

I helped out by looking for open-source projects and creating the main project repository. This included forking the original repository from GitHub and setting up the project repository in GitLab. In addition, I also helped out by filling in information within the team proposal.

Q9. With whom did you collaborate for any of the above contributions (be specific – saying “all team members” is not sufficient. State which parts you worked on with whom)?

For the GitLab contributions, did that myself. However, I collaborated with Anthony on the initial proposal draft. In addition, I also helped out and collaborated with Anthony, Rashi, and Tony in researching potential projects.

Q10. Comment on how well you managed your time over the time period allocated in the Course timetable to this team deliverable (i.e. the time between the prior team deliverable to this team deliverable).

I managed my time well by creating the GitLab repository and adding team members accordingly once we found a suitable project. Similarly, I had strong communication with my group members to provide updates throughout the deliverable's timeline.