Agile Methodologies

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Learning Log

Newspaper Delivery System

**#Learning Log 1**

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| **Date** | 3 November – 10:00 pm |
| **Group Goal** | To Identify the system users & individual work. |
| **Individual Goal** | Divide the set of requirements into different phases. |
| **Time Spent** | 3 hours |
| **Tasks (What we were trying to achieve)** | * Identification of different users associated with the system. * Taking ideas from all the team members to get their insight of system. * Also, distribution of work among team members as per their preference. |
| **Contribution**  **(What I did)** | - Categorized the whole set of requirements into different phases or themes so that it will be easy to create the user stories and divide the work into team members.  - Ended up with creating four different phases namely, Authentication, Book keeping, Delivery and Billing, each phase consisted of one or more features of the system.  - Took part in the discussion with the team about the users for the system. |
| **Group Structure** | As it was our first meeting, everyone participated equally and divided the work with each other. Everyone did their tasks honestly and put up solid discussions about number of users for the system. Work done by the members was really appreciating. |
| **Learnings**  **(What did I learn)** | I learnt to work on a project with a team, as previously I did only individual projects.  I realized that dividing the problem into smaller chunks makes it easy to accomplish. I learnt to value opinions of all the team members which leads to a better result. |
| **Learnings**  **(How did I learn):** | Since this meeting was more of a discussion with very little work to do, learning was mostly done by taking part in the discussion. |
| **Interpersonal Skills** | Turn Taking,  Decision Making |

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| Date | Feedback Provided | Strategy or Action Taken | Feedback after Strategy applied | Questions | Goals | Mastery Reached? |
| 3 Nov | Good idea to divide the requirements into phases. |  |  |  | Simplify the work |  |

**#Learning Log 2**

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| **Date** | 10 November – 8:30 pm |
| **Group Goal** | To work on Authentication Phase. |
| **Individual Goal** | To create the login functionality for the store manager. |
| **Time Spent** | 2 hours |
| **Tasks (What we were trying to achieve)** | * Working on the authentication phase. * Deciding privileges for admin and store manager. * Alert to store manager for unauthorized access. |
| **Contribution**  **(What I did)** | - Created the user story AUT2 which provides login functionality to the store manager.  - Designed the acceptance criteria for login which includes verification of email and password and error messages for invalid entries.  - Discussed with the team about the admin rights and alert notifications. |
| **Group Structure** | We decided to work on the authentication phase. But since one of our team members left so, we distributed the work accordingly. Everyone shared their opinions on notification feature which ends up as a useful feature for the store manager. Each member completed his task on time. |
| **Learnings**  **(What did I learn)** | I learnt that adding the admin as a user was actually a good decision which makes the system not to be misused. Also, I learnt to manage the work if any member goes out of the team, all the remaining members divided the work with peace and completed it. |
| **Learnings**  **(How did I learn):** | Main source of learning was with discussions within the team, but I also took some reference from my previous projects as how to design the acceptance criteria. |
| **Interpersonal Skills** | Conflict Management,  Active Listening,  Trust Building |

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| 10 Nov | none |  |  |  |  |  |

**#Learning Log 3**

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| **Date** | 16 November – 8:00 pm |
| **Group Goal** | To work on book keeping phase. |
| **Individual Goal** | To analyze the user requirements and create user stories for Order book. |
| **Time Spent** | 3 hours |
| **Tasks (What we were trying to achieve)** | * Deciding the different books to create and dividing the requirements into them. * Understand how the books were managed manually and how we can automate it. * Divided the work into members. |
| **Contribution**  **(What I did)** | - Discussed about all the different books needed in the system and how they will be related with each other.  - Worked on the Order Book.  - Analyzed the requirements given by the user and took the details required in the order book.  - Created the user story BOO3 for adding an order in the Order book.  - Added the acceptance criteria which verifies the customer ID from the customer book, along with other parameters. |
| **Group Structure** | Now we were getting a hang of working in a group effectively. As discussed we analyzed the user requirements related to books and end up with three books namely, Customer book, Order book and Delivery book.  We divided the work amongst ourselves with each member having one book. |
| **Learnings**  **(What did I learn)** | Everyone discussed on how the different books will be related to each other and so we decided that Customer Id has to be in every book.  I also learnt that working in a group is completely different as to work alone because of the diverging opinions of other members but all the members respectfully put their arguments, at the end which leads to a better result. |
| **Learnings**  **(How did I learn):** | By analyzing the user requirements and taking part in the team discussions. |
| **Interpersonal Skills** | Decision Making,  Conflict Management,  Active Listening |

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| Date | Feedback Provided | Strategy or Action Taken | Feedback after Strategy applied | Questions | Goals | Mastery Reached? |
| 16 Nov | Don’t do any other task while working on a group project | Focus while working | none | none | To concentrate on work and appreciate others | Kind of |

**#Learning Log 4**

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| **Date** | 17 November – 10:00 pm |
| **Group Goal** | To work on Delivery phase. |
| **Individual Goal** | Complete the user stories for Order Book |
| **Time Spent** | 3 hours |
| **Tasks (What we were trying to achieve)** | * To create a feature to manage daily deliveries. * Complete the previous task. |
| **Contribution**  **(What I did)** | - First of all, I took part in the discussion regarding the delivery phase of the system.  - Understood the points put up by other members that there has to be an invoice journal in the book keeping phase which gets updated daily.  - Then I worked on my Order book and created the user story BOO4 which adds a feature to update the book whenever customer’s preferences change. |
| **Group Structure** | We were supposed to work on delivery phase but since some of my work was due so I continued on it while taking part in the discussions. |
| **Learnings**  **(What did I learn)** | While managing the deliveries, we realized that there has to be an invoice journal in book keeping phase which is unique for each customer and will be updated daily. Also, I realized that I was still stuck with my previous work which was incomplete, so I tried to do it without being left behind. |
| **Learnings**  **(How did I learn):** | Discussions with the fellow members makes it easy understand the problem quickly.  Debating with the others helped me to understand the system more accurately.  Also, I learnt with my own mistake of not completing my assigned work on time. |
| **Interpersonal Skills** | Turn taking,  Decision Making,  Trust building |

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| Date | Feedback Provided | Strategy or Action Taken | Feedback after Strategy applied | Questions | Goals | Mastery Reached? |
| 17 Nov | none |  |  |  |  |  |

**#Learning Log 5**

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| **Date** | 18 November – 10:00 pm |
| **Group Goal** | To work on Billing phase and invoice journal. |
| **Individual Goal** | To create user story for adding an invoice journal. |
| **Time Spent** | 3 hours |
| **Tasks (What we were trying to achieve)** | * Create the features related to billing. * Create an invoice journal in the book keeping phase. * Analyzing the requirements to create suitable user story for reminders and notices. |
| **Contribution**  **(What I did)** | - Created the user story BOO6 which adds a feature to create an invoice journal for a customer, which will then be updated daily and used to generate bill.  - Added this user story in book keeping instead of delivery, as the same invoice will be updated daily to generate monthly bill which is like maintaining any other book. |
| **Group Structure** | This was our last phase of the system and as decided everyone did their assigned task as to complete the project but turns out there are certain doubts that has to be cleared by client. |
| **Learnings**  **(What did I learn)** | As we were close to completion of our system, we felt there are some unclear requirements from the user, so we discussed all the points and came up with the final questions which we will discuss with the customer. |
| **Learnings**  **(How did I learn):** | Having created so many user stories till now, I was learning by myself at this stage, Also, can’t deny the fact that each voice from the team teaches you something new. |
| **Interpersonal Skills** | Active Listening,  Leadership,  Decision making |

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| Date | Feedback Provided | Strategy or Action Taken | Feedback after Strategy applied | Questions | Goals | Mastery Reached? |
| 18 Nov | none |  |  |  |  |  |

**#Learning Log 6**

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| **Date** | 22 November – 7:00 pm |
| **Group Goal** | To add delivery person as a user of the system and create the required user stories. |
| **Individual Goal** | To create user stories in authentication phase which includes the interaction of delivery person with the system. |
| **Time Spent** | 3 hours |
| **Tasks (What we were trying to achieve)** | * Add a new user to the system, which is Delivery person. * Create the appropriate login functionality for the delivery person. * Providing access of daily delivery dockets to the delivery person. |
| **Contribution**  **(What I did)** | - Created the user story AUT4 which allows the store manager to add a delivery person into the system, taking all the required information about him.  - Created the user story AUT5 which allows the delivery person to login to the system which gives him access to the delivery docket assigned to him. |
| **Group Structure** | As we had a meeting with the client, some new requirements came up, as to add another user to the system which is delivery person. Most of the work was to add user stories for authentication and providing access to delivery docket to the new user, so two members completed the stories while third one was given the task to review all the user stories to make sure each and every requirement is covered. |
| **Learnings**  **(What did I learn)** | This was a new experience as we get to know about certain requirements when we were about to finish our project. I learnt that client can come up with new requirements at any stage and that we have to work on it calmly. All the members worked on the new requirements with utter patience. |
| **Learnings**  **(How did I learn):** | Having a meeting with the client helped us to understand the requirements more clearly which probably we should have done a bit earlier. |
| **Interpersonal Skills** | Active Listening,  Decision making |

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| Date | Feedback Provided | Strategy or Action Taken | Feedback after Strategy applied | Questions | Goals | Mastery Reached? |
| 22 Nov | none |  |  |  |  |  |