Team Contributions: POC
Software Engineering

Team #5, Money Making Mauraders
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This document summarizes the contributions of each team member up to the POC Demo. The time period of interest is the time between the beginning of the term and the POC demo.

1 Demo Plans

We will be demonstrating the following functionality at the POC demo:

- Image upload via web interface
- OCR processing of uploaded images
- Display of extracted text to user
- Storage of images and extracted text in database

[What will you be demonstrating —SS]

2 Team Meeting Attendance

[For each team member how many team meetings have they attended over the time period of interest. This number should be determined from the meeting issues in the team's repo. The first entry in the table should be the total number of team meetings held by the team. —SS]

Student	Meetings
Total	2
Justin	2
Zhenia	2
Thomas	2
Name 4	Num
Name 5	Num

[If needed, an explanation for the counts can be provided here. —SS]

3 Supervisor/Stakeholder Meeting Attendance

[For each team member how many supervisor/stakeholder team meetings have they attended over the time period of interest. This number should be determined from the supervisor meeting issues in the team's repo. The first entry in the table should be the total number of supervisor and team meetings held by the team. If there is no supervisor, there will usually be meetings with stakeholders (potential users) that can serve a similar purpose. —SS]

Supervisor's Name: [fill in this information]

Student	Meetings
Total	2
Justin	2
Zhenia	2
Thomas	2
Name 4	Num
Name 5	Num

[If needed, an explanation for the counts can be provided here. —SS]

4 Lecture Attendance

[For each team member how many lectures have they attended over the time period of interest. This number should be determined from the lecture issues in the team's repo. You can find the number of lectures in the time period of interest by looking at the Google calendar for the capstone course. —SS]

[NOTE: There will be approximately 13 lectures between the start of class and the POC demos —SS]

Student	Lectures
Total	13
Justin	5
Zhenia	4
Thomas	4
Name 4	Num
Name 5	Num

[If needed, an explanation for the lecture attendance can be provided here. —SS]

5 TA Document Discussion Attendance

[For each team member how many of the informal document discussion meetings with the TA were attended over the time period of interest. —SS]
TA's Name: [fill in this information]

Student	Lectures
Total	3
Justin	3
Zhenia	3
Thomas	3
Name 4	Num
Name 5	Num

[If needed, an explanation for the attendance can be provided here. —SS]

6 Commits

[For each team member how many commits to the main branch have been made over the time period of interest. The total is the total number of commits for the entire team since the beginning of the term. The percentage is the percentage of the total commits made by each team member. —SS]

Student	Commits	Percent
Total	112	100%
Justin	25	22%
Zhenia	38	34%
Thomas	18	16%
Michael	19	17%
Johnny	11	10%

Zhenia: 38 of 112 commits (34%) include a few commits to port documentation repository to GitHub from GitLab.

[If needed, an explanation for the counts can be provided here. For instance, if a team member has more commits to unmerged branches, these numbers can be provided here. If multiple people contribute to a commit, git allows for multi-author commits. —SS]

7 Issue Tracker

[For each team member how many issues have they authored (including open and closed issues (O+C)) and how many have they been assigned (only counting closed issues (C only)) over the time period of interest. —SS]

Student	Authored (O+C)	Assigned (C only)
Justin	8	0
Zhenia	16	0
Thomas	8	0
Name 4	Num	Num
Name 5	Num	Num

[If needed, an explanation for the counts can be provided here. —SS]

8 CICD

CICD has been used in the following ways in our project:

- automatic updates to out pdfs

[Say how CICD will be used in your project —SS]

9 Team Charter Trigger Items

Our triggers were mainly based around communication, responsibilties, and scheduling.

- communication
  - use pull request for code changes
  - discord of quick coordination
  - email for formal stakeholder communication
  - use github issues for task management
- responsibilities
  - each member is responsible for their assigned issues
  - members are responsible for attending meetings
  - team member roles (PM, Dev lead, etc.) are responsible are constantly being rotated and shared
- scheduling
  - issues are assigned with realistic deadlines
  - deadlines are met

Violated triggers

- communication
  - Github issues were not always used
- responsibilities
  - N/A
- scheduling
  - N/A

To address the violation of not always using github issues, we will make a reminder to use github issues for task management in our next team meeting.

[Provide a summary of the quantified triggers identified in the team's charter. —SS]

[Provide a list of any violations of the triggers. If the team wishes, the violations can be summarized on aggregate, instead of naming specific team members. —SS]

[Provide a plan to address the violations. This could include revising the triggers, if they are found to be too weak, strong or ambiguous. —SS]

10 Additional Productivity Metrics

[If your team has additional metrics of productivity, please feel free to add them to this report. —SS]