

Project	Taraxacum	Week	43
Responsible	Anne Jon Schoonhoven	Date	31-10-2011

Executive Summary

Timeliness

General Project Status	Fulfillment of Next Milestone
Slightly behind schedule	on track

Project Members

Full Name	Initials
Bronić, Tomislav	TB
Farid, Adil	FA
Jiang, Li	LJ
Juric, Magdalena	MJ
Petrina, Mateo	MP
Schoonhoven, Anne Jon	AJ
Tarar, Shahid	ST

Week Summary

After finishing deadlines and presentations last week, the team lost its productivity. This is not a very big deal for the project, it gives us the opportunity to get some air after the heavy work we finished and start fresh on the new iteration. Tasks although should not suddenly starting finishing late. A couple of task are still needed to be finished next week. Being active is a priority for next week, the risk exists that team members can lose their motivation if we rest to long.

We took the opportunity to review our requirements, because we felt that they were not clearly enough to be used by the implementation team. Writing the design was mainly done using discussions and verbal explanations, instead of by means of the requirements document.

Furthermore changed we the template of the week reports. We added the section "Forecasted Issues", to see what team members are feeling about the project's future and "Team member of the week", to spread positive energy.

Results This Week

Activity Owner(s)	Activity	Work load	Fore cast	Result / Comment
MP	Code Policy	0	2	Code policy not yet finished
ALL	GUI Suggestions	8	10	GUI sketch written down in the design document.
AF, LJ, ST	Requirements review	8	12	Requirements more consistent
MJ, TB, MP	Design Description Document	32	16	Document finished
AF, LJ, MP, TB	Design + Requirements Presentation	12	8	Presentation presented
AJ	Transfer documents from GD to SVN	1	2	Almost all documents in SVN
TB	Document Policy	2	4	Document policy almost finished.
LJ	Requirements Review Meeting	3	3	Documents needs review
ALL	Design Description Comment	4	4	Design description is hand in with minor changes

Activities Planned for Next Period

Activity Owner(s)	Activity	Work load	Result / Comment
MP	Code Policy	4	Code policy finished
AJ	Transfer documents from GD to SVN	1	Documents in SVN
TB	Document Policy	2	Document Policy finished.
AJ, MJ	Breakdown of work	12	Planning for implementation
AF	Unit test strategy	4	Ready to use
ST	Use case test strategy	4	Ready to use
ST, AF	Test cases for use case	18	Ready to implement
MJ	Database implementation	8	Initial database accessible to implementers
MP, AJ, LJ	Front end implementation	32	Starting with
MJ, TB	Backend implementation	32	Starting with
LJ, AJ	Requirements analysis second iteration	16	Starting with.

Action List

Task	Responsible	Comment
Global meeting	AJ	Planned on 1 – 11 – 2011
Reading Project Policies	ALL	Due to Friday 4 November

Comments / Experiences / Problems

Involved	Description	Response
ALL	Requirements description was not well defined	Review the requirements document by AJ, ST, AF and LJ, in order to fix unclear descriptions.
MP	Code policy not finished	Need to be finished next week
TB	Document policy not finished	Need to be finished next week
MP, LJ	Went un expected on holiday	Try to plan holidays outside DSD
ALL	Redmine feels new, sometimes not clear how to use a functionality	Write wiki page containing hints and guidelines => AJ

Metrics

Milestones

Id	Milestone Description	Responsible Dept./Initials	Finished week				Metr	Rem
			Plan	Forecast		Actual		
				Week	+/-			
M-01	Project Plan draft	AJ	41	42	+1	42		
M-02	Project Plan	AJ	42	42	0	41		
M-03	Requirements Plan Draft	LJ	41	42	+1	42		
M-04	Requirements Plan	LJ	42	42	0	41		
M-05	Design Description Draft	MJ	42	42	0	42		
M-06	Design Description	MJ	43	43	0	43		
M-07	Test plan Prototype 1	ST	45	45				
M-08	Prototype 1	MP	46	46				

Working Hours

Member	W41	W42	W43	Total
Bronić	13	12	8	33
Farid	9	14	7	30
Jiang	12	16	8	36
Juric	19	21	18	58
Petrina	8	10	8	26
Schoonhoven	23	27	17	67
Tarar	20	25	8	53
Total	104	125	74	303