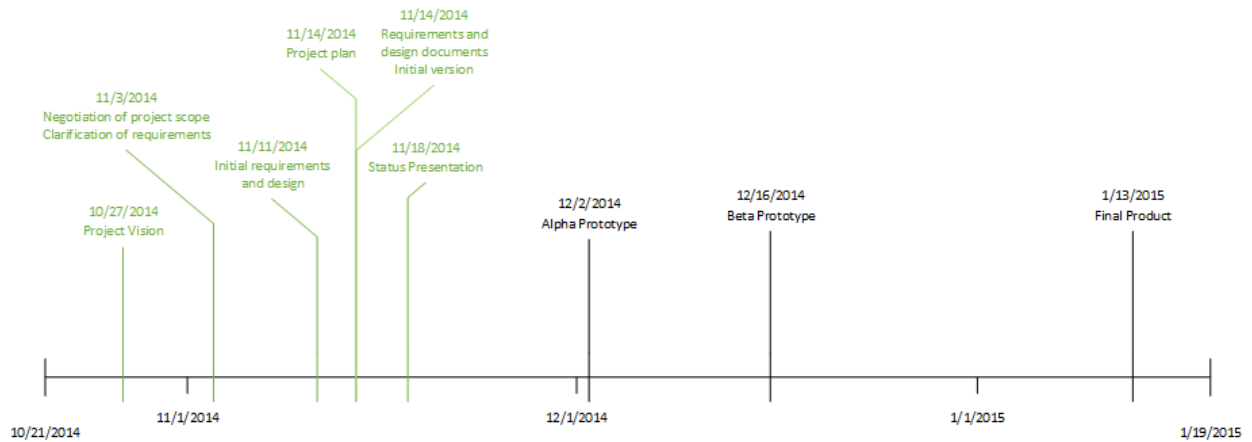




# Summary Week Report

<b>Project</b>	GiftCase	<b>Week</b>	4
<b>Responsible</b>	Gijsbrecht Henrick Bos	<b>Date</b>	17.11.2014

## Executive Summary



<b>General Project Status</b>	<b>Fulfillment of Next Milestone</b>
on track	slightly behind schedule

## Results This Week

Activity Owner(s)	Activity	Workload	Forecast	Result / Comment
All	<ul style="list-style-type: none"> <li>- Changed team organization</li> <li>- Damir is the new SCRUM master</li> <li>- Team roles have been reassigned</li> </ul>	4		Due to some tensions in the team, we decided to have a meeting to resolve our problems. We decided to change the team organization and roles. All of our documents have been submitted and we are on track.
Vlatko Klabučar	<ul style="list-style-type: none"> <li>- Meeting with customer</li> </ul>	2	2	Meeting with the customer at Ericsson to decide on requirements
Giulio Cattivera	<ul style="list-style-type: none"> <li>- Write design documentation</li> <li>- Refined the architecture.</li> </ul>	8	3	The design documentation has been written with an overview of the architecture and interface sketches
Damir Tomić	<ul style="list-style-type: none"> <li>- Draft agenda meetings</li> <li>- Prepare first meeting as SCRUM master</li> </ul>	2		With regard to the new role of Damir as SCRUM master, he had to prepare the first meeting in which he reorganized the team.
Ana Stepić	<ul style="list-style-type: none"> <li>- Software design of the backend</li> <li>- Testing API's</li> <li>- Created and set up an Azure server</li> <li>- Created and set up Github repository</li> <li>- Created the first version of backend</li> </ul>	6		<p>Writing the software design backend and testing several API's that will be used by the application.</p> <p>The backend has been created with the barebones REST api and set up on the azure server. The github repository for the backend has also been set up and linked to the azure server.</p>
Aleksandra Salikiryaki, Ana Stepić, Damir Tomić	<ul style="list-style-type: none"> <li>- Requirements documentation</li> <li>- Project plan</li> </ul>	10	7	Requirement documentation, adjusting the documentation and writing the project plan.
Gijs Bos	<ul style="list-style-type: none"> <li>- Fixed the layout of the project plan, requirements documentation, design documentation</li> <li>- Project plan documentation</li> </ul>	6		Since a lot of documents had to be submitted, we required to do a lot of work on our original documents. The documents have consistent style and proper layouts. The project plan had to be handed in and thus required extra documentation.

Gijs Bos, Damir Tomić	- Discussing the issues with regard to the project team - Deciding on actions to fix the problems - Adjusting existing SCRUM master agenda for damir as new SCRUM master	2		To resolve the project teams issues, Damir and Gijs had a good conversation about how to solve the problems in the team. Gijs had to bring Damir up to speed on his new responsibilities and planned activities as SCRUM master.
All	Making a presentation for the current status of the project	2	2	Status presentation

## Activities Planned for Next Period

Activity Owner(s)	Activity	Work load	Result / Comment
Giulio Cattivera, Aleksandra Salikiryaki, Gijs Bos	Starting development of the frontend	12	The structure of the mobile application will be initialized
All	Defining an agreement of the required REST interfaces	3	Required backend REST interfaces will be defined
All	Presenting the status of the project	1	The first project status presentation will be presented
All	Planning sprint activities and tasks	2	Decision on the tasks that will be realized in the first week of the first sprint
Damir Tomić, Ana Stepić, Vlatko Klabučar	Starting development of the backend	20	Mockup implementation of the REST interfaces

## Action List

Task	Responsible	Comment
Planning SCRUM sprints for the front end and the back end of the application	All	The sprints have to be planned to start development of the application. Most of the documentation is complete and we can start implementing the user stories.
Finalizing documentation	All	The documentation of the project needs to be finalized and adjusted.
Refining system architecture	Giulio Cattivera	According to the changes and to possible comments by the customer we will improve the system architecture
Prototyping the frontend of the application	Gijs Bos	Creating initial versions of the screens part of the the front end
Prototyping the frontend of the application	Aleksandra Salikiryaki	Creating initial versions of the screens part of the the front end
Implementation of initial version of the REST interface	Damir Tomić, Ana Stepić, Vlatko Klabučar	

## Comments / Experiences / Problems

During this week, the main activity was solving problems in the team. Due to cultural differences we had some issues in communication. We spend extra time on solving these problems with the help of the project supervisors. Through a group meeting, in which we discussed the reorganisation, we managed to organize the team and we are all content with our current roles. We experienced that clear communication is the most important factor in achieving team effort. We managed to turn a problem into an asset because the entire team is more motivated to make the team succeed.

## Metrics

### Milestones

Id	Milestone Description	Responsible Dept./Initials	Finished week				Rem
			Plan	Forecast Week	+/-	Actual	
M-001	Project vision	All	27.10	27.10	0	27.10	0
M-003	Project plan	All	28.10	14.11	17	14.11	0
M-002	Initial requirements and design	All	11.11	11.11	0	11.11	0
M-004	Requirements and design revision	All	14.11	14.11	0	14.11	0
M-005	Alpha prototype	All	01.12	01.12			

## Working Hours

Member	W1	W2	W3	W4	Total
Gijs Bos	8	5	8	10	31
Giulio Cattivera	8	5	7	8	28
Vlatko Klabučar	8	10	8	8	34
Aleksandra Salikiryaki	8	5	10	10	33
Ana Stepić	8	7	7	22	44
Damir Tomić	8	8	7	9	32
<b>Total</b>	48	40	47	66	201