CPSC 330: Project Part #7

For the remainder of the course your group project will primarily consist of working on developing your application. This part describes what is expected for each of your group’s weekly iterations.

Your group must do six one-week iterations. Each iteration must have one designated “sprint leader” (see below). Remember the goal of each iteration is to build a functioning system, and that each iteration should involve design, implementation, and testing. For each iteration, at a minimum, your group must:

1. **Identify and divide tasks among group members.** For your first iteration, you should have already identified tasks as part of part 6. For subsequent iterations, you will need to define tasks as part of each iteration.

2. **Hold frequent “standup” meetings.** These most likely won’t be daily, but you should meet for 5 minutes or so at least 3 times each week. Your meetings ideally should be in person, but you may also meet virtually, e.g., using IRC, IM, Skype, Google Chat, etc.

3. **Maintain a task board, including your team’s burn-down rate.** This can be accomplished using a shared spreadsheet, through some other shared document, or literally using a board (as described in the textbook). You must track your team’s burn-down rate for each iteration, as well as the total burn-down rate for your project!

4. **Keep track of your estimated time versus your actual time spent on tasks.** This information must be tracked and used to update your velocity after each iteration.

5. **Designate an iteration “coordinator” (a “sprint leader”).** In addition to working on tasks, this person will be in charge of maintaining and updating the task board for the iteration, facilitating meetings and communication among other team members, and in general ensuring that the iteration is proceeding as planned.

After each iteration (i.e., each week), your group must **turn in** a brief summary of your iteration. The summary should not be longer than 1 page (a hand written summary is fine) and should include:

- who the sprint leader was
- what stories you worked on with estimates
- burn-down graph for your sprint and for your milestone 1.0
- the velocity for your sprint and for your milestone 1.0
- any changes you intend to make for the next iteration

Be sure to include your team name and the sprint week on your summary.