EE / CprE / SE 491 – sdmay19-28 CowChips4Charity

Week 1 Report

August 27th 2018 – September 7th 2018
Client: CowChips4Charity
Faculty Advisor: Lotfi Ben Othmane

Weekly Summary:

This week our team accomplished many tasks regarding the establishment of project scope, project requirements, project technologies, and meeting schedule. During our first client meeting the team learned more about why the client decided to commission the project. Upon learning more about the client's non-profit organization, the team decided to expand the project scope and address goals that the client had for his organization. After our first meeting, the team established general meeting times for future client and team meetings. The initial setup of backend and frontend development began this week. Technologies are still being decided upon, but basic workspace setup was possible. Lastly, research on implementation and technologies is ongoing.

Team Members:

- o Role
  - Backend Lead - Connor Rust
  - Backend / Scribe - Jack Boike
  - Frontend Lead - Ben Meeder
  - Frontend/UX/Meeting Scribe - KennyHo
  - Business Lead (PM) - Daniel Lev
  - Administrative/UI - Alex Lev

Past Week Accomplishments:

- Set up main Backend infrastructure for the Project - Connor
- Set up main Frontend Infrastructure for the Project - Ben
- Researched the different technology that we will need to use to complete the project- Whole team

- The team gathered requirements and started researching technologies that would be advantageous to be used for the project.
- We met and discussed the reasons why certain technologies that we are going to use will be advantageous in relatively to other proposed technology.
- Talked with the client about our idea and the technology that we will be using going forward.
- Gathered data about how much certain services will cost that we will use and brought that to the clients attention which lead our discussion about budgeting needs.
- Developed requirements and created scope- Whole team
  - The team developed requirements and a scope for the project.
  - Created document to show client about scope and requirements- Kenny & Daniel
  - Got scope and requirements approved by client so we can move forward with development
- Set up communication prototype and documentation infrastructure- Alex & Kenny

Pending Issues: None

Individual Contributions

Team Member	Contribution	Weekly Hours	Total Hrs
Daniel Lev	- Lead meetings - Helped create documents regarding scope and requirements - Researched technologies to use for the project	10	10
Connor Rust	- Began development of backend - Chose technologies to use and research. - In charge of planning the backend strategy	10	10
Jack Boike	Began development and setting infrastructure for	10	10

	• the backend. • Shared backend development decisions during team meetings and client meetings.		
Alex Lev	• Created Trello Log • Created meeting agendas • Set up planned client meetings	10	10
Kenneth Ho	• Meeting scribe duties • General research for web app technologies • Participated in technology selection discussion • Helped create project scope and requirements document	10	10
Ben Meeder	• Began front end development • Researched the front end technologies • Selected tools that we can use for project management • Provided input during technology selection discussion	10	10

Plans for Coming Week:

- Continued Frontend Development - Ben Meeder & Kenneth Ho
- Continued Backend Development - Connor Rust & Jack Boike
- Set up servers and virtual machines to use for development- Connor Rust & Jack Boike
- Create a Schedule and a Flex schedule for the project- Daniel Lev & Alex Lev
- Update shared folder with documentation of the architecture of the project and requirements - Whole team