# Senior Project Interim Self-Assessment

This document is intended as a guide for the senior project team to assess its performance in a number of dimensions. You need not answer each question in detail, rather, use the questions as a guide for the kinds of items to assess. Add items you feel are appropriate.

This self-assessment will be one of multiple elements that your faculty coach uses to arrive at an assessment of the team’s performance for this first term. The other elements that the faculty coach will use include: direct observation of the team, team peer evaluations, reviews by other faculty during the interim project presentation, sponsor evaluation. These self-assessments will also be used as part of the SE program’s accreditation effort.

To complete this self-assessment the team should carefully consider each of the questions and provide an honest evaluation of the team’s performance. Your faculty coach will inform you when this self-assessment is due and how to deliver it.

### Team: Team P5T

### Project: P5T

### Sponsor: Nathan Claes

### Product

1. **Did the team prepare all the documentation artifacts requested by your faculty coach and sponsor? Were these documents carefully inspected prior to delivery? How would you assess the quality of the document artifacts?**

We did prepare all the documentation artifacts requested by the faculty coach and sponsor, and they were inspected prior to delivery. However, upon reflection, we believe that these documents could have been more specific and more detailed. Because of this, we will be putting more time into the documentation to make sure that it is more detailed.

1. **How well did the team elicit the requirements? Are the requirements fully specified at this point? What approaches were used to elicit the requirements? Were key requirements missed? What methodology was used to document and validate the project requirements?**

Requirement elicitation was mostly accomplished through continued meetings for clarification of existing requirements in the project proposal. Then those requirements were broken down further and restated to ensure that both the team and the sponsor were on the same page. We believe that we have successfully elicited the requirements for the web client, but perhaps could use more clarification on the crawler requirements.

1. **Did the team explore the entire design space before arriving at a final design? Have there been many errors found in the design? Was it necessary to make major changes to any part of the design? What were the reasons for the change? Do you have a complete design at this point?**

We largely relied on Bootstrap’s built in design and ease of use. We felt that the design provided through Bootstrap would fully suit our needs. It was not necessary for us to make any major changes to the design because the customer was largely satisfied with our initial design.

1. **How has the development and implementation progressed? What percentage of the product do you estimate is complete at this point? Is the team providing the documentation within the implementation artifacts?**

Most of the web client functionality is in place. It needs a few features to be added and better validation of inputs. Overall, we estimate that about 35-40% of the total project is completed. We are including the necessary documentation within the code itself for someone to be able to maintain it.

1. **What is the team’s testing strategy? Has the team developed a test plan? Is the team performing unit testing? Is the team using any test frameworks, such as JUnit? What are the testing results to date? Were any major defects found during system test?**

As a team we need to put a better testing system in place. We have really only completed user acceptance testing for major system features and the UI, and obviously some system integration testing. We are currently not using any frameworks for testing, but it should be researched so we can do a better job of testing.

1. **Products need to be designed within guidelines and constraints appropriate for each project. It is also important to consider the impacts of the products that are designed. In the following categories discuss the constraints and impacts that have a bearing on your project. Note that there may be one or two categories that have no bearing on your project but your project is probably affected by almost all of these.**

*Economic issues*

*Environmental issues*

*Social issues*

There is a definite potential issue in adaptation of the product. While we attempt to streamline and provide an adequate process for online tracking of documents, we are constrained by the manual process and how it has always been done. We have to closely mirror the expectations of the future users of the system while still providing an experience that is better than what they have, because otherwise there would be no need for this product.

*Political issues*

*Ethical issues*

*Health and safety*

*Manufacturability*

*Sustainability*

1. **What industry and engineering standards must your project adhere to? Were these new standards that the team had to learn? Did your sponsor provide you support for understanding these standards? Did you have to educate your sponsor about these standards?**

We must adhere to Section 508 (Accessibility) and FIPS 197 (Security). Our sponsor provided us adequate information regarding the need for, and use of these standards. Both of these were easy enough to follow and have been taken into consideration in the decisions we have made in regards to development and design of the project.

### Process

1. **What is your process methodology? Has this been clearly outlined to your sponsor and received the sponsor’s approval? How is the process documented?**

Spiral / Evolutionary Prototyping. Yes, Nathan did not seem to care what methodology we used, but it was outlined anyway. The process, honestly, could be documented better, but elements of the documentation are found in the various documents in Google Drive.

1. **Was there a large requirement to learn the problem domain? What approach was used to gain domain expertise? Did your sponsor provide adequately support? What forms of support did you receive?**

The problem domain was very straightforward for the project management aspect of the project. We were able to get clarifications early on and understood the process after only a few discussions. There is a much higher learning curve with the problem domain in regards to the web crawler, but with research and customer input in addition to the already completed requirements elicitation and initial research we should be able to overcome that curve.

1. **What mechanisms is the team using to track project progress? How well has the team tracked its project progress? How often do these artifacts get updated on the department project website?**

We are largely tracking progress via a Trello board, and referring to the original schedule that we had created. Our project plan could be updated more frequently than it is.

1. **Is the team conducting effective meetings? What can be changed to make the team meetings more productive?**

Our meetings seem to be effective; however, we need to be more proactive in sending out emails to the sponsor and coach to inform them of meetings.

1. **Has the team met all project milestones to date? Which milestones, if any, were missed or were met ahead of schedule? What contributed to this schedule changes? What will the team do differently to ensure that future milestones are met?**

We have currently met all milestones up to this point, though we are a little behind on our current milestone. The main reason for this being Thanksgiving break, though we expected some delays because of this. Because we already expected some delays due to break, we were able to minimize how much break affected our schedule, though the delay is still present.

1. **Was the team required to adopt new technologies? What were these technologies? What approach did the team use for selecting the appropriate technology for the project? Did the sponsor provide any support for learning these technologies? How well did the team ramp up on the new technologies and begin to apply them effectively?**

We did not need to adopt many unfamiliar technologies. Most of us were familiar with C# prior to a .NET implementation being required, and have experience working with Javascript and jQuery. Not everyone had used Bootstrap before but it was simple enough to pick up. The sponsor did not need to provide us with any support for learning the technologies and the ramp up time to actually use the technologies was very short.

1. **How well has the team maintained quality control over the project artifacts? Have all artifacts been reviewed for adherence to quality standards? What is the review process used by the team?**

We believe that we have maintained quality over the project artifact adequately as we have done extensive acceptance testing and some user testing of our latest release to the employees of our sponsors work that will be future users and have made the appropriate quality adjustments.

1. **Has the team had any issues with configuration management? How were these problems solved? What percentage of project artifacts is under configuration control?**

ASP.net C# MVC 3 is really simple to work with and does not require much configuration, as a result we did not have too many problems with configuration management. Deployment was a pain due to IIS being difficult to work with, but it was not a result of configuration issues.

1. **What is the set of metrics that the team is tracking? Has the team gathered these metrics on a consistent basis? What has the team learned from the review of these metrics?**

We’ve been tracking:

* Δ Hours Worked
* Δ Risk
* Time Between Cycles
* Time / Phase / Week

We honestly could’ve (and should’ve) gathered these metrics on a more consistent basis. From the review of the metrics we have looked at we learned what features to plan next to help with mitigation of our risks.

### Communication and Interaction

1. **How well has the team been communicating project progress to the sponsor? What regular communication does the team have with the sponsor? Has the team been maintaining this communication to the satisfaction of the sponsor? Were any adjustments needed in the communication over time? Were these changes initiated by the team or the sponsor?**

We believe that we have communicated our project progress to the sponsor adequately as we have always made a point to include our sponsor in the loop in regards to project progress. We have been keeping in frequent contact with the sponsor and making sure that they know whenever there is an update regarding the project. We started with a good amount of communication with the sponsor and have maintained that frequency throughout the semester as we all agreed it was an appropriate amount of communication.

1. **Did the team need to provide technical input to the sponsor? How well did the team educate the customer in these areas? What mechanism did the team use?**

We did not need to provide any technical input to the sponsor.

1. **Is this an effective team? What has been contributing to and detracting from the team’s effectiveness? What are the team’s weak points? What are the team’s strong points? What changes can the team make for next term that will make it more effective?**

We believe that our team is effective. we have a wide range of skills and experience and are each well versed in the technologies we are using to develop our project. we are effective communicators and have been communicating well throughout the life of our project, keeping us in a state of high efficiency. One change we could make to increase our efficiency is to incorporate a better way of communicating through our phones as one of our members has a phone that doesnt handle group texts very well. By making this improvement it would make communicating outside of class easier(though our current level of communication outside of class is acceptable).

1. **What mechanism does the team use to communicate with the faculty coach? Has communication with the coach been effective? Are there any trouble spots with the faculty coach communications? What can the team change for next term to make their communication to the faculty coach more effective? What can the faculty coach change to make his or her interaction with the team more effective?**

We primarily communicate with our faculty coach through the use of email and in person meetings. communication this way has been effective as we make sure to include our faculty coach in the majority of our emails, at least the ones that contain information he should be aware of. We do not believe there are any trouble spots with communicating with our faculty coach as we have not heard any complaints and we have no complaints of our own. we do not believe that changes need to be made regarding communications between us and our faculty coach.

1. **Has the team needed to interact with department staff personnel, i.e. the office staff or Kurt? Has this been handled in a professional manner? Were there any problems with these interactions?**

We encountered minor issues when interacting with Kurt, but this was largely due to miscommunication and in the end it was resolved quickly and professionally.

1. **Does the team have a complete website with all project artifacts stored and up-to-date on the software engineering department webserver, i.e. linus.se.rit.edu? How often are entries on the webserver updated?**

The web server could be updated more frequently than it is. At times we have fallen behind in our time tracking and document updating and in the future we need to be more on top of that aspect of the project.

1. **How well has the team made presentations to the sponsor and faculty coach? Was the interim project presentation done in a professional manner? What can be done to improve the team’s presentations?**

The team has done well in making presentations to the sponsor and faculty coach. We feel that we communicated the necessary information in an appropriate and professional manner. Coordinating with the entire team about appearance would be the biggest boost to our performance. Having a missing team member due to illness was out of our control and we felt that we did the best we could in covering the material that was supposed to be covered by that team member.

1. **How well has the team worked with other senior project teams, coordinating access to lab space and equipment, sharing experiences and ideas, etc.?**

We have not had many issues with other teams. Given that we are usually able to meet in the conference room we do not have to worry about shared space and equipment. Initially we had to worry about conflicts with not enough space for all of the teams, but all of those conflicts were resolved without conflict.

### Achieving Customer Satisfaction

**In the team’s opinion has the work accomplished to date satisfied the project sponsor? Were there any weak spots in this regard?**

In our opinion the sponsor seems satisfied with the amount of work that we have accomplished, and with the project in general. As of now, we are not aware of any weak spots in our relations with the sponsor and his view of the amount of work finished in this semester.