IT Project Course 2017

Introduction
Calendar, Summary

- Groups formed, 23 March (final, 29 March)
- 2 meetings on separate days, 3-10 April
- 1/2 book read, social contract done, 10 April
- Whole book read, sprint plan done, 18 April
- Project work, 19 April - 17 May (obligatory)
- Project Expo, 18 May (obligatory)
- Product Documentation, 18 May
- Individual Project Reflection, 30 May 2017
Groups

- Please form groups among yourselves
- E-mail me about your group, with cc (carbon-copy) to all group members, no later than 23 March
- Those not in a group will be assigned to a group by me (pseudo-randomly)
- Groups cannot change after 29 March
Calendar, up to Project Work

- Groups have 2 meetings with me, on separate days, 3-10 April
  - project discussion/brainstorming
- 1/2 book read + social contract done, 10 April
- All preparation done, 18 April
  - whole book read
  - sprint plan and product backlog ready
  - git repository and project web page set up
Two seminars on **git**

- Version control helps a team to collaborate
- **git** is the preferred tool for version control
- Wednesday 22 March, 15-17: Step 1
  - using git yourself
- Wednesday 29 March, 13-15: Step 2
  - using git to collaborate
Calendar Summary, Project Work

- 18 April - Sprint Planning meetings
- Project work, 19 April - 17 May (obligatory)
- Working hours, 8-17 with 1 hour lunch break
  - some days 8-16, other days 8-18
- Project Expo, 18 May (obligatory)
- Product Documentation, 18 May
- Individual Project Reflection, 30 May 2017
Calendar, Project Work

- Sprint 1: Wednesday 19 April - Tuesday 25 April
- Sprint 2: Wednesday 26 April – Wednesday 3 May
- Sprint 3: Thursday 4 May – Wednesday 10 May
- Sprint 4: Thursday 11 May – Wednesday 17 May
- Project Expo: Thursday, 18 May
- Documentation ready: Thursday, 18 May
Working Hours

- Mondays: 8-17, lunch 12-13 (8 hours)
- Tuesdays: 25 April, 2 May: 8-16
  9 May, 11 May: 8-17
- Wednesdays: 8-18 (9 hours)
- Thursdays: 20 April, 27 April, 4 May: 8-16
  11 May: 8-17
- Thursday, 18 May (Project Expo): 9-17
  with 30-minute individual lunch breaks
- Fridays: 8-17
Project Expo, 18 May 2017

- 09:00 – 11:00 Setup table, poster, demo space
- 11:00 – 13:00 Project Expo
- 13:00 – 14:00 Cleaning up after expo
- 14:00 – 17:00 Cleaning up rooms
  - no one leaves until room is approved by me
Product Documentation to be ready on 18 May

- User Manual and Technical Report
  - Both must be PDFs
- Upload to project website
- E-mail me links to each file
# Tidsredovisning

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Time reports

- One A4 per team, per sprint
- I make a form for you to use
- Tape it by the door of the project room
- Write when you come, go to lunch, go home
- Add the total hours after each sprint
- After a sprint: start new A4, hand in the old one
Hand-ins

- Preparatory tasks, 10 April and 18 April
- Time report, after each sprint
- Borrowed stuff, 18 May
- Product Documentation, 18 May
- Individual Project Reflection, 30 May
Publishing

- Fill in the form on publishing, so I know what KTH can publish
• I choose your room (but you may give input)
• I arrange so that only members of (any) project team can open the rooms
• You can rearrange the furniture, but you must put everything back on 18 May
Protect your room

- Protect walls with plastic
  - use our special tape on the wall
  - standard tape peels the paint off
- Protect your stuff
  - take home stuff that is or looks expensive
  - pack small things, our cleaners are thorough
Two things about your room

- YES you have clean it yourselves, ALWAYS
  - not enough space for the cleaners to work
  - since you rearranged the furniture
- NO heating-appliances in the room, EVER
  - NO coffee-makers, electric kettles, toasters...
  - heating-appliances are fire hazards
  - strictly forbidden by the landlords
Course book

- Henrik Kniberg: Scrum and XP from the Trenches, 2nd Edition
- Easy to read, enjoyable, indispensable!
Scrum Master

- Makes sure daily scrum starts/ends on time
- Makes sure the backlog is updated
- Makes sure any problems get sorted
- Talks to visitors (so rest of team can work)
- Organizes the sprint demo
- Organizes the sprint retrospective
- Coach the team to do all this without you
Scrum Master

- I select your Scrum Master
- E-mail me 3 names, no later than 10 April
- I often choose one of the 3 names, but not always
Sprint planning priorities

- Sprint goal and demo date
- List of stories accepted by team, for sprint
- *Estimate* filled in for each story in sprint
- *How to demo* filled in for each story in sprint
- Velocity/resources checked for sprint
- Time and place for daily scrum specified
- Stories broken down into tasks
## Form for user-story

<table>
<thead>
<tr>
<th>STORY NAME (in block letters)</th>
<th>Story ID: Must be unique</th>
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</thead>
</table>

**Importance:**
Greater number = more important

**Estimate:**
Greater number = more work

**How to demo this story**

**Notes**
Planning Poker

Rubrik (skriv stort)

Måta

och

Högre tal = mera viktig.

Hur viktig:

Hur visar man upp detta för kunden?

Robot kör in i storlek 2-6 x 3-10 m, röjer väggen runt och kör ut ur rummet

Anteckningar
Deck of cards for Planning Poker
<table>
<thead>
<tr>
<th>Rubrik (skriv stort)</th>
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</thead>
<tbody>
<tr>
<td>Måta i simpelt rum och hitta ut ur det</td>
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| Hur viktig: Högre tal = mera viktig. |

<table>
<thead>
<tr>
<th>Hur visar man upp detta för kunder?</th>
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<tbody>
<tr>
<td>Robot kör in, storlek 2-6 x 3 och kör ut ur rum och kommer ut på andra sidan.</td>
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Anteckningar
Daily Scrum

• What's the best “today” we can have?
• All team-members stand up, for each person
  – what did I do yesterday to meet sprint goal?
  – what will I do today to meet sprint goal?
  – what could stop us from meeting sprint goal?
• Write on whiteboard for each person
• Team checks that taskboard is up-to-date