



THE UNIVERSITY OF
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Project Issues and Project Priorities

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Scaling of marks

- Project marks are tightly bunched
 - *Tend to be high because of checklist nature of the marking scheme*
 - *Not many fail this unit, but it is hard to obtain an HD*
- Faculty: mean mark 65.0% to 70.0%
- Scaling reflects this
 - *Leave essay marks generally unscaled*
 - *Sometimes scale project downwards*

The Deliverables: A

- Deliverable A is worth 5% but is important (low weight as teams are settling in)
 - *Do as much planning and estimation as you can*
- It is a Requirements Analysis Document (RAD) – have a look at the unit website for specifics

The Deliverables: B

- Deliverable B (20%) takes less time than you think
- A project plan - use a project planning tool, e.g. *MS Project* in MS Office or *GanttProject* (open source).
- Client sign off that they have been shown a prototype system.
- The definition of Use Cases, Object and Dynamic Models (based on same template as deliverable A)
- Acceptance Tests, based on the [Test Manual . template](#) by Bruegge & Dutoit.

The Deliverables: C

- C (40%) Will take more time than you expect
 - *Plan for this*
 - *Make sure the process is followed*
 - *Allow work on deliverables to overlap*
- Cut what you deliver in C to fit the time available
 - *Value versus difficulty estimate important for this*
- Deadline for electronic submission is firm, hardcopy for marking may be a day later

The Deliverables: D

- Worth 10%
- Give a short account of your greatest achievements
- Explain what went wrong and why. Suggest improvements to your software engineering process.
- Will be assessed by people attending the talk.

The Deliverables: D

- Summarise your hours spent on the project
 - *comparing estimated with actual times.*
 - *Give the total hours spent on the project as a whole. (This can be an elaboration and review of the time analysis performed in Deliverable C.)*
- You are also required to review the generic skills practiced or learnt in your project.

Trac, CVS/Subversion

- These help you in your project
- Use Trac (bug tracking, replacing Bugzilla)
- Search existing bug reports
 - *Start using for Deliverable A*
 - *Use Product ID, of the form CITS3200T (group T)*
- Use CVS or Subversion for Del C and maybe B
 - *See instructions on web (under resources)*
- If you wish to use your own group (wiki) website, ask me first and make sure I have access for marking purposes
 - *The default is to use the alias eg pc3200t*
- Google Docs may be useful for group communication, but is no substitute for CVS or similar version control

Timesheet

- Aims to help you keep track of time and effort spent and remaining
- More about this in a minute

Determining Value using the hundred-dollar test



What is it?

- A quick and easy method of getting your client to indicate the importance they place on a requirement. We use money as its something most people are used to thinking about!
- This will show you the relative values of each requirement – i.e. you can see how much more important one requirement is to another so you will know where your time is best spent!

How to use it

- Develop the list of your requirements with the client
- Go back to the client with the final list of requirements
- Tell them that they have \$100 to divide over the requirements.
 - *There is no point distributing the money evenly!*
- The way that they spend the \$100 indicates the priority that they put on each requirement

How to use it

Requirement	Value
Authentication System	\$20
Database	\$40
GUI	\$20
Web Access	\$15
Command line access	\$5

Why we use it

In your project there will be more requirements than it is possible for you to meet with your time constraints

So it shows us

- where our time is best spent
- how much of the value of the total project we are meeting by fulfilling one requirement

Filling in your Timesheet

Introduction

- MS excel spreadsheet
- Submit Every Friday starting Week 2
- Read the Instructions on the worksheet
- Your estimates will change over time – this is a good thing...it shows you are monitoring your project and constantly reevaluating!

General Tasks

- List of general tasks there already
- You can add to it, but don't remove them if you add a task fill in the week added column
- Fill in the total hours your group has allocated to the project
- Fill in the team member responsible
- Each week fill in
 - the Actual time you spend on each task (A)
 - the time you estimate *is remaining*. (E)
 - If you complete a task put the week number in the completed column

Fill in the actual time spent

Fill in the estimated time remaining

Fill in total time allocated

Fill in the person responsible

Fill in the week added

Add tasks here

If you complete a task fill in the week

Task		Team Members Responsible	Estimated time remaining, A=Actual time spent this week										
Task Name	Week Added		week 5	week 6	week 7	week 8	week 9	week 10	week 11	Completed (Week Number)			
Learning Techniques and tasks (eg bugzilla and CVS)	0		E	A	E	A	E	A	E	A	E	A	
Research and Investigation	0												
Requirements Gathering	0												
Requirements Analysis	0												
System Design	0												
Test Design	0												
Documentation	0												
Project Meeting and Communication	0												
Review	0												

Total Hours our group has allocated =

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Requirements

- Add the requirements in when you know them, it should be finished when you submit deliverable A
 - *Put in the name of the requirement*
 - *The week added*
 - *Who is responsible*
 - *The client value*
 - *How difficult you think it is (easy, medium, hard)*

Requirements

- Each week fill in
 - *the Actual time you spend on coding (CA)*
 - *The Estimated time you have left on coding (CE)*
 - *The Actual time you spend testing (TA)*
 - *The Estimated time you have left on coding (TE)*
 - *If you complete a requirement put the week number in the completed column*
 - *If you drop the requirement put the week number in the dropped column*

Results

- Don't change any existing formulas on this sheet but feel free to add anything that you think will help you
- Total Time Spent shows
 - How your time differs to the recommended 60hrs
 - How your time differs to the time you agreed to spend
 - How your time differs to the estimates you gave when deliverables A and B were due
- Requirements
 - Number of requirements met
 - The value of the requirements met
 - The number scrubbed and the value scrubbed
- Tasks
 - The number of tasks remaining and the number completed

TOTAL TIME SPENT			
Suggested Total Time to be spent by group =	0	(Computed as 60 hours per person)	
Actual Total Time Spent By Group =	0		
Hours Remaining From Suggested Time Budget =	0	within budget	
Hours Remaining From Your Groups Chosen Time Budget =	0	within budget	
Initial Time Estimate compared to Actual Time Spent =	0	within estimate	(Taken from week 4)
Initial Time Estimate compared to Actual Time Spent =	0	within estimate	(Taken from week 8)
REQUIREMENTS			
Number of Requirements Met =	0		
Value of Requirements Met =	0	less than 60% met	
Number of Requirements Scrubbed =	0		
Value of Requirements Scrubbed =	0	less than 40% scrubbed	
TASKS			
Number of Tasks Completed =	0		
Number of Tasks Remaining =	9		