Summary of Individual Contributions

Peter Gillingham (PG850) of Group 3

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1 Job Role

My main role in this project was of User Interface Coordinator. In this role, I created and updated the Design Document throughout the course of development, designed the user interface for the software, and created initial designs for the icons used in the final product.

I also unofficially took on the role of documentation manager, shared with other members of the group, after the absence of the member in charge of that. To this end, I contributed to the revisions of the QA manual, financial proposal, marketing plan and functional specification. I also undertook the task of linting of the code, in order to keep all code to the same standards and formats, and also contributed to the scripting and tools section of the software later in the development cycle.

2 Deliverables Contributed To

- Functional Specification - Wrote and updated the User Interface sections throughout the course of development, and contributed to the scripting and files section, as well as general document maintenance/editing.

- QA Manual - Wrote the role description, risk management and QA metrics for my own role, and the Project QA Metrics, revised roles as needed, as well as general document maintenance/editing.

- Marketing Plan - Contributed to the Target Audience and Competition section, as well as general document maintenance/editing.

- Finance Proposal - Created the document, the costs and sales sections, added a now removed section on competition (moved to Marketing Plan), and rewrote the document in accordance to the supervisors comments.

- Technical Design Document - Created and updated the document and all sections within, added the Gantt Chart upon completion by Sam.

- Code - Performed all linting and formatting for the group, to keep the code to the specified standard, contributed to the python scripts in the tools section, developed the file handling functions (later removed in lieu of native handling), and contributed to the setup of early tests of the interface, before automation was used.

- Tender Presentation - Wrote the slides and script for the 'Card Based Presentation', 'Scripting', and 'Live Presentation System' sections, collated and edited all the audio.

- Sales Presentation - Wrote the script for the Target Market, Competitors and Future Uses of our software.

- Designed the initial user interfaces in the planning stages of the program.

3   Evaluation of Work and Contributions

3.1   Contributions to the Team

In addition to the deliverables I contributed to, I made efforts be readily available to the rest of the team to contact, and that I regularly updated the team on my contributions. To this end, I attended all meetings throughout the course of the project on time, regularly updated my timesheets and GitHub branches, and tried to be of use to other members whenever they needed me to.

3.2   Individual Improvements

My understanding of some aspects of the project were lacking until later than it could've been with some extra research and learning on my part, specifically in regards to the programming side, which was above my knowledge and understanding for a little while before I was able to contribute to it. As well as this, I also faced a lot of technical issues with the software, that I should've asked for help about earlier, rather than trying to just fix it on my own, as other members were able to quickly help me get them sorted.

3.3   Overall Evaluation

Overall, I believe that my contributions to the team were effective in achieving the final product. My technical design document allowed for development to work towards the functional specification and main ideas for the module, and I believe that, despite some technical issues, I remained organised throughout the development process and on top of what each member was doing, and what was required of me. As well as this, my contributions to the project I made after the continued absence of Brandon and Akif sufficiently made up for their missing contributions, and helped us complete the project even whilst missing almost half of our group.