HW 4: Team Assessment and Management (40 points)

Due: Wednesday, December 1, 2010 at 11:59 PM
Instructions: Complete the assignment and submit through DEN online
File Naming Convention: LastName_Firstname_HW4.doc
Contact person: csci577@usc.edu

This assignment is for you to evaluate the performance of the team from the beginning of the team formation up to the current point in time. You will be focusing on evaluating the strengths and weaknesses of the team from different dimensions and aspects. Focus on the performance of the team with respect to the project itself, and not the class. Evaluate your team based on the performance done in the Exploration and Valuation phases, but also think about the future of the project. Please be descriptive about each point that you have identified.

For questions 1 & 2, use the following categories to answer the questions.

a. Requirements gathering. In the process of collecting the requirements, in what areas do you feel you had done well in order to better understand all the stakeholders’ needs and wants. These areas include:
   i. Conceptual understanding (e.g. goals, objectives, transformations)
   ii. WinWin Negotiation
   iii. Prototyping

b. Business case analysis. As you develop the project for the clients, you need to come up with ways to improve the client’s business, thus, yielding a beneficial return on investments for them. These areas include:
   i. Analyze/propose business workflow
   ii. Research and explore alternatives
   iii. Investment Analysis (e.g. ROI, costs, etc.)

c. Architecture development. The process of developing an architecture involves the tasks of analyzing the proposed system as well as designing it. This requires skill and knowledge such as design framework and patterns, technologies, and etc.
   i. Technology analyzed/used
   ii. Evolutionary architecture
   iii. Training required for the architects

d. Planning and control. Throughout the project life cycle, plans are constantly updated based on the circumstances and the available resources (time and people). Evaluate your team based on how well the project life cycle has been planned out and how well the workloads are distributed among the team members. Also, keep in mind of how the tasks allocated to each team member matches the required skills and knowledge.
   i. Monitoring and control
   ii. Staffing

e. Collaboration. The ability to clearly communicate among the stakeholders is key to a project’s success. The assessment of the collaboration should focus on how well knowledge and needs are articulated within the team (developers and clients). What was done right and what could be improved in order to better understand each other.

f. Other. If you feel that you have found strengths or weaknesses that do not fit or belong to any of the categories specified above, feel free to classify a new category suitable for those points.

1. (10 pts) Identify the **strengths** of the team (what you have done **right**) in:

2. (10 pts) Identify the **weaknesses** of the team (what you have done **wrong**) in:

3. (20 pts) For each of the strengths and weaknesses mentioned above, identify the following:
   a. Why were they strong/weak points?
   b. What exists or is missing from the team? Focus on both the technical aspects as well as the management aspects.
      i. Skills
      ii. Knowledge
      iii. Technology
      iv. Experience spread (think about how each member are knowledgeable and experienced). Are they evenly distributed?
   c. What kind of learning process, or lack thereof, took place in the project that lead to the specific strength or the weakness of the team?
   d. Do you have the necessary expertise for the project or require additional ones?