

Beta Milestone Instructions

Goal: Demonstrate that your team has all the system's features implemented and basically working (although polishing and bug fixes may be needed).

Deliverables: Presentation and artifacts

Presentation Instructions

As always, you must select two presenters from your team. Don't forget to rotate presenter duties so that each team member gets to present at least once.

Your team's presentation must have two parts, demo and reflection, and each presenter is responsible for a different part.

Demo Part

In the demo part of the presentation, the presenter must demonstrate the working functionality that your team produced in the past iteration. The demonstration must take place in the context of a cohesive story. That is, the presenter must describe one or more characters (with names, like Alice and/or Bob) and relate a story about the character using the software. The presenter must stick to this story format. The story and accompanying demo must be well thought out, and not leave the audience with the impression that the presenter is making it up as he/she goes along.

This part must be limited to 15 minutes, allowing 5 minutes for questions.

Reflection Part

In the reflection part of the presentation, the presenter must reflect upon the team's accomplishments in the past iteration, what worked, and what could be improved. In particular:

1. [1–2 slides] List the user stories that your team completed this iteration. How much did you expect to complete? Explain any discrepancies in detail.
2. [3+ slides] How much have the requirements/designs/risks changed since the start of the iteration? Describe some things that changed and how they changed.
3. [3+ slides] Describe challenges or setbacks that your team encountered this iteration. How did you overcome them (if you did)? Any implications for how you'll manage things in the future?

This part must be limited to 15 minutes, allowing 5 minutes for questions.

Artifacts Instructions

Mainly just update your project plan artifacts as necessary:

- Especially: Updated set of user stories.
 - Include updated time estimates.
 - Include a status, which is one of the following:
 - Complete (Rough) – meaning that it works, but needs some polishing

- Complete (Polished) – meaning that it works very well
 - Incomplete – meaning that it does not run yet
- Updated versions of any other plan documents that changed.

You may create the artifacts as Word documents, wiki/web pages, etc. They should be maintained (updates expected) throughout the project. Each artifact should be understandable to someone not intimately familiar with your project.