

APC_2022_2023_T3_PROJMAN_MI201_MI203_G04_Nacor_Industries - Budget and Costs View

ID	Subject	Type	Status	Budget	Overall costs	Labor costs	Unit costs
2203	1.5 Testing	Phase	Scheduled	RAMS CORNER BUDGETING	36970.68	29816.78	7153.9
Description: Testing phase for the project							
2204	1.5.1 Unit Testing for Release 1	Work package	Scheduled	RAMS CORNER BUDGETING	2000.0	2000.0	0.0
Description:	WBS: 1.5.1						
	Work Package: Unit Testing for Release 1						
	Package Owner: Nacor Industries						
	Owner Organization: Asia Pacific College ITRO						
	Participants: <ul style="list-style-type: none"> Ruth Morillos Vincent Nacor 						
	Description: <ul style="list-style-type: none"> Testing for the function of different release 1 modules 						
	Completion State: This work package is completed once the System has been tested and the functions are working as intended.						
	Assumptions: The system is working without no errors and functions are fully working.						
	Risks: The team might encounter errors in the system and its functionalities.						
	Risk Mitigation: The system could be debugged before being tested. It could also be fixed after being tested so that the project could move on and continue improving.						
	Budget:						

Reference Docs:	https://asiapacificcollege.sharepoint.com/:f/s/PROJMANT3MI201MI203/EkJeHa2ZZwpMpuVPI2GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq
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2205	1.5.1.1 Milestone: Successful Testing for Release 1	Milestone	Scheduled	RAMS CORNER BUDGETING	1000.0	1000.0	0.0
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Description: Successful testing for the release 1 modules

2206	1.5.2 Unit Testing for Release 2	Work package	Scheduled	RAMS CORNER BUDGETING	2000.0	2000.0	0.0
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Description:

WBS:	1.5.2
Work Package:	Unit Testing for Release 2
Package Owner:	Nacor Industries
Owner Organization:	Asia Pacific College ITRO
Participants:	<ul style="list-style-type: none"> Ruth Morillos Vincent Nacor
Description:	The team would create the 2nd release plan modules of the system
Completion State:	This work package is completed once the System has been tested and the functions are working and has been improved from the previous unit testing
Assumptions:	The system is working without no errors and functions are fully working.
Risks:	The team would have no progress and would still encounter the same problems as the first release and would need to go back to the first release as some functions have problems.
Risk Mitigation:	The team would need to strategize for the 2nd release of the system to be successful.
Budget:	

Reference Docs:	https://asiapacificcollege.sharepoint.com/:f:/s/PROJMANT3MI201MI203/EkJeHa2ZZwpMpuVPI2GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq
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2207	1.5.2.1 Milestone: Successful Testing for Release 2	Milestone	Scheduled	RAMS CORNER BUDGETING	1000.0	1000.0	0.0
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Description: Successful testing for the release 2 modules

2208	1.5.3 Unit Testing for Release 3	Work package	Scheduled	RAMS CORNER BUDGETING	1500.0	1500.0	0.0
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Description:

WBS:	1.5.3
Work Package:	Unit Testing for Release 3
Package Owner:	Nacor Industries
Owner Organization:	Asia Pacific College ITRO
Participants:	<ul style="list-style-type: none"> • Ruth Morillos • Vincent Nacor • Bryan Geneta
Description:	The team would create the 3rd release plan modules of the system
Completion State:	This work package is completed once the System has been tested and the functions are working and has been improved from the previous unit testing
Assumptions:	The system is working without no errors and functions are fully working.
Risks:	The team would have no progress and would still encounter the same problems as the first and second release and would need to go back to the first release as some functions have problems.
Risk Mitigation:	The team would need to strategize for the 3rd release of the system to be successful.

Budget:	
Reference Docs:	https://asiapacificcollege.sharepoint.com/:f/s/PROJMANT3MI201MI203/EkJeHa2ZZwpMpuVPI2GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq

2209	1.5.3.1 Milestone: Successful Testing for Release 3	Milestone	Scheduled	RAMS CORNER BUDGETING	1000.0	1000.0	0.0
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Description: Successful testing for the release 3 modules

2210	1.5.4 12th meeting with members	Work package	Scheduled	RAMS CORNER BUDGETING	879.61	879.61	0.0
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Description:

WBS:	1.5.4
Work Package:	12th Meeting with Members
Package Owner:	Nacor Industries
Owner Organization:	Asia Pacific College ITRO
Participants:	<ul style="list-style-type: none"> • Ruth Morillos • Vincent Nacor • Bryan Geneta
Description:	The team would meet regarding the project's releases and progress.
Completion State:	This work package would be completed once the team has discussed the progress of the releases in the project.
Assumptions:	The releases in the project would encounter no problem therefore making the meeting completely successful.
Risks:	The team would encounter problem upon completing the 1st up to the 3rd release.
Risk Mitigation:	The team would need to solve the problems or plan the release for it to be successful.

Budget:	
Reference Docs:	https://asiapacificcollege.sharepoint.com/:f/s/PROJMANT3MI201MI203/EkJeHa2ZZwpMpuVPI2GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq

2211	1.5.5 Integration Testing	Work package	Scheduled	RAMS CORNER BUDGETING	2574.68	2574.68	0.0
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Description:	WBS:	1.5.5
	Work Package:	Integration Testing
	Package Owner:	Nacor Industries
	Owner Organization:	Asia Pacific College ITRO
	Participants:	<ul style="list-style-type: none"> • Ruth Morillos • Vincent Nacor • Bryan Geneta
	Description:	The team would do an integration testing to test the system's function and if it's working properly when integrated.
	Completion State:	This work package would be completed once the team's testing phase has been completed.
	Assumptions:	The team would encounter no problems regarding the functionalities of the system therefore the testing would go smoothly.
	Risks:	The team would encounter problems on the functionality of the system and would need to change a lot of things in the system once again.
	Risk Mitigation:	The team would need to check the system in order to ensure the integration testing of the system to be a success.
	Budget:	
	Reference Docs:	https://asiapacificcollege.sharepoint.com/:f/s/PROJMANT3MI201MI203/EkJeHa2ZZwpMpuVPI2GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq

2212	1.5.5.1 Milestone: Successful Integration Testing	Milestone	Scheduled	RAMS CORNER BUDGETING	1443.76	1443.76	0.0
Description: Successful integration of releases 1,2, and 3 modules							
2213	1.5.6 User Acceptance Testing	Work package	Scheduled	RAMS CORNER BUDGETING	1074.0	1074.0	0.0
Description:	WBS:	1.5.6					
	Work Package:	User Acceptance Testing					
	Package Owner:	Nacor Industries					
	Owner Organization:	Asia Pacific College ITRO					
	Participants:	<ul style="list-style-type: none"> • Ruth Morillos • Vincent Nacor • Allan Nefalar • Bryan Geneta 					
	Description:	<ul style="list-style-type: none"> • Responsiveness • Consistency • Visual Appeal • Accessibility • Performance 					
	Completion State:	This work package is completed once the system has undergone thorough testing, user input has been gathered and analyzed, and required steps have been taken to fix identified issues and improve the overall user experience.					
	Assumptions:	The system will not encounter any issues nor errors when undergoing the testing and analyzing phase and will proceed without any issues happening.					
	Risks:	While the testing is ongoing, the system may stumble upon an error that would take a lot of time to fix.					

Risk Mitigation:	The system would be tested from time to time to check if the functions are working or not.
Budget:	
Reference Docs:	https://asiapacificcollege.sharepoint.com/:f/s/PROJMANT3MI201MI203/EkJeHaZZZwpMpuVPI2GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq

2214	1.5.6.1 Milestone: Successful User Acceptance Testing	Milestone	Scheduled	RAMS CORNER BUDGETING	442.0	442.0	0.0
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Description:	All use cases are verified to be accepted						
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2215	1.5.7 Performance Testing	Work package	Scheduled	RAMS CORNER BUDGETING	2449.68	2449.68	0.0
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Description:	WBS:	1.5.7					
	Work Package:	Performance Testing					
	Package Owner:	Nacor Industries					
	Owner Organization:	Asia Pacific College ITRO					
	Participants:	<ul style="list-style-type: none"> • Ruth Morillos • Vincent Nacor • Bryan Geneta 					
	Description:	The team would test the performance of the system, to know if it's working properly or if there's something that is needed be fixed.					
	Completion State:	This work package would be completed if the team has deemed the performance testing a success.					
	Assumptions:	The performance test would go on and be finished without any issues.					
	Risks:	The team would encounter a problem when testing the performance of the system.					

Risk Mitigation:	The team would need to be cautious when doing the performance testing to spot the errors and deal with it immediately.
Budget:	
Reference Docs:	https://asiapacificcollege.sharepoint.com/:f/s/PROJMANT3MI201MI203/EKJeHa2ZZwpMpuVPI2GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq

2216	1.5.7.1 Milestone: Successful performance Testing	Milestone	Scheduled	RAMS CORNER BUDGETING	1068.76	1068.76	0.0
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Description: The system successfully runs smoothly with little-to-no performance flaws

2217	1.5.8 Production Readiness Testing	Work package	Scheduled	RAMS CORNER BUDGETING	2586.76	2586.76	0.0
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Description:

WBS:	1.5.8
Work Package:	Production Readiness Testing
Package Owner:	Nacor Industries
Owner Organization:	Asia Pacific College ITRO
Participants:	<ul style="list-style-type: none"> • Ruth Morillos • Vincent Nacor • Bryan Geneta
Description:	The team would do the production readiness testing.
Completion State:	This work package would be complete once the team has completed or finished the production readiness testing.
Assumptions:	The team would not encounter any problems during the testing phase.
Risks:	The team would encounter an error or problem during the testing phase.

Risk Mitigation:	The team would need to be careful when doing the production readiness testing phase so that the project would progress properly.
Budget:	
Reference Docs:	https://asiapacificcollege.sharepoint.com/:f/s/PROJMANT3MI201MI203/EkJeHa2ZZwpMpuVPI2GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq

2218	1.5.8.1 Milestone: Successful Production Readiness Testing	Milestone	Scheduled	RAMS CORNER BUDGETING	1832.76	1832.76	0.0
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Description: Successful integration of hardware equipment and the web-app

2219	1.5.9 Parallel Testing	Work package	Scheduled	RAMS CORNER BUDGETING	2931.64	2931.64	0.0
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Description:

WBS:	1.5.9
Work Package:	Parallel Testing
Package Owner:	Nacor Industries
Owner Organization:	Asia Pacific College ITRO
Participants:	<ul style="list-style-type: none"> • Ruth Morillos • Vincent Nacor • Bryan Geneta
Description:	Doing the parallel testing or testing the system multiple times in different environments versus the current system to ensure the system is best used in the current ITRO environment
Completion State:	This work package is completed once the teams has done a lot of parallel testing.
Assumptions:	The parallel testing or all the testing that has been done would encounter no errors or problems.

Risks:	The team would face different kinds of problems and errors during the parallel testing.
Risk Mitigation:	The team would need to check the system and do a debugging of the system before doing parallel testing.
Budget:	
Reference Docs:	https://asiapacificcollege.sharepoint.com/:f/s/PROJMANT3MI201MI203/EkJeHa2ZZwpMpuVPI2GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq

2220	1.5.9.10 Milestone: Successful Parallel Testing	Milestone	Scheduled	RAMS CORNER BUDGETING	1665.64	1665.64	0.0
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Description: The RAMs Corner is proved to be better than the current system used by the ITRO

2221	1.5.10 13th Meeting with Members	Work package	Scheduled	RAMS CORNER BUDGETING	1387.61	1387.61	0.0
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Description:

WBS:	1.5.10
Work Package:	13th Meeting with Members
Package Owner:	Nacor Industries
Owner Organization:	Asia Pacific College ITRO
Participants:	<ul style="list-style-type: none"> • Ruth Morillos • Vincent Nacor • Allan Nefalar • Bryan Geneta
Description:	The team would have a meeting and discuss the system and the project's future.
Completion State:	This work package would be completed once the meeting regarding the project's progress has been finished.
Assumptions:	The meeting would go on without any problems.

Risks:	The team would encounter problems regarding the projects progress and future.
Risk Mitigation:	The team would need to strategize and talk about the system and project on how to mitigate the risks or lessen the damages.
Budget:	
Reference Docs:	https://asiapacificcollege.sharepoint.com/:f:/s/PROJMANT3MI201MI203/EkJeHa2ZZwpMpuVPi2GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq

2222	1.5.11 12th meeting with client	Work package	Scheduled	RAMS CORNER BUDGETING	979.88	979.88	0.0
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Description:

WBS:	1.5.11
Work Package:	12th meeting with the client
Package Owner:	Nacor Industries
Owner Organization:	Asia Pacific College ITRO
Participants:	<ul style="list-style-type: none"> • Ruth Morillos • Vincent Nacor • Allan Nefalar • Bryan Geneta
Description:	The team will meet with the client regarding the system that was released and the projects future.
Completion State:	This work package will be completed once the team has met with the client and discussed the system and the project's progress and future.
Assumptions:	The meeting with the client and the negotiation would have no problems at all and would go smoothly.
Risks:	The team and the client would not go eye to eye with the discussion regarding the system and the project's future.

Risk Mitigation:	The team would need to explain properly to the client and strategize with the client in determining the project's future and how it's going to progress.
Budget:	
Reference Docs:	https://asiapacificcollege.sharepoint.com/:f:/s/PROJMANT3MI201MI203/EkJeHa2ZZwpMpuVPI2GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq

2071	1.6 Deployment and Control	Phase	Scheduled	RAMS CORNER BUDGETING	33535.009999 999995	30963.42	2571.59
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Description: Deployment and Control Phase of the project

2072	1.6.1 Deployment and Control Kick-off Meeting	Work package	Scheduled	RAMS CORNER BUDGETING	945.61	945.61	0.0
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Description:

WBS:	1.6.1
Work Package:	Deployment and Control kick off meeting
Package Owner:	Nacor Industries
Owner Organization:	Asia Pacific College ITRO
Participants:	<p>Ruth Morillos</p> <p>Vincent Nacor</p> <p>Allan Nefalar</p> <p>Kieyl Ponce</p>

Description:	To kick off the meeting for deployment and control of the system
Completion State:	This work package would be completed once the team and the stakeholders come to settle the plans for deployment and control
Assumptions:	The kick-off meeting would operate smoothly and both parties at the same page
Risks:	The team could encounter conflict of schedule for both parties resulting in the delay of the meeting
Risk Mitigation:	The team could schedule the kick-off meeting ahead of time.
Budget:	
Reference Docs:	https://asiapacificcollege.sharepoint.com/:f/s/PROJMANT3MI201MI203/EkJeHa2ZZwpMpuVPI2GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq

2073	1.6.2 Train General Users	Work package	Scheduled	RAMS CORNER BUDGETING	4064.0	4064.0	0.0
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Description:	WBS:	1.6.2
	Work Package:	Train General Users
	Package Owner:	Nacor Industries
	Owner Organization:	Asia Pacific College ITRO
	Participants:	<ul style="list-style-type: none"> • Ruth Morillos • Vincent Nacor • Bryan Geneta
	Description:	To train or teach the users on how to use the system and how it operates.
	Completion State:	This work package would be completed once the team has successfully taught the users on how to operate the website.
	Assumptions:	The program would operate smoothly without any problems happening.

Risks:	The team could encounter many users with different problems regarding the system leading to a disaster.
Risk Mitigation:	The team could get outside help, and it can make the training of the users more successful.
Budget:	
Reference Docs:	https://asiapacificcollege.sharepoint.com/:f/s/PROJMANT3MI201MI203/EkJeHa2ZZwpMpuVPI2GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq

2074	1.6.3 Set up Kiosk for Localize/Offline Deployment	Work package	Scheduled	RAMS CORNER BUDGETING	9437.32	9437.32	0.0
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Description:	WBS:	1.6.3
	Work Package:	Set up Kiosk for localize deployment
	Package Owner:	Nacor Industries
	Owner Organization:	Asia Pacific College ITRO
		Ruth Morillos
		Allan Nefalar
	Participants:	Bryan Geneta
	Description:	The team strategized on how to setup a kiosk for localized deployment
	Completion State:	The team would apply those terms and conditions on how to apply the kiosk to fully utilize its capability
	Assumptions:	The meeting would start and end smoothly
	Risks:	Some of the team members won't be able to attend the meeting
	Risk Mitigation:	Conduct the meeting thru any online platform and save the meeting for future references

Budget:	
Reference Docs:	https://asiapacificcollege.sharepoint.com/:f:/s/PROJMANT3MI201MI203/EkJeHa2ZZwpMpuVPI2GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq

Work package type for Work Breakdown Structure

2075	1.6.4 Deploy Hosted App	Work package	Scheduled	RAMS CORNER BUDGETING	2143.22	2143.22	0.0
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Description:

WBS:	1.6.4
Work Package:	Deploy hosted app
Package Owner:	Nacor Industries
Owner Organization:	Asia Pacific College ITRO
Participants:	Ruth Morillos Vincent Nacor Allan Nefalar Bryan Geneta
Description:	The team strategized on how to properly deploy the app
Completion State:	The deployment is successful. The web app is up and running
Assumptions:	The web app is running smoothly and now is open for testing
Risks:	The internet is slow and affecting the web app's performance
Risk Mitigation:	prepare a mobile data can be used as a backup for internet connectivity

Budget:	
Reference Docs:	https://asiapacificcollege.sharepoint.com/:f:/s/PROJMANT3MI201MI203/EkJeHa2ZZwpMpuVP12GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq

2076	1.6.5 Milestone: Discovery and Feedback	Milestone	Scheduled	RAMS CORNER BUDGETING	0.0	0.0	0.0
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Description: Feedback are received from the general users and some problems are discovered.

2077	1.6.6 14th Meeting with Members	Work package	Scheduled	RAMS CORNER BUDGETING	1262.61	1262.61	0.0
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Description:

WBS:	1.6.7
Work Package:	13th meeting with client
Package Owner:	Nacor Industries
Owner Organization:	Asia Pacific College ITRO
Participants:	Ruth Morillos Allan Nefalar Kieyl Ponce
Description:	The team together with the client had a meeting to report a discovery that has been made to program the system in a better way without sacrificing the quality of work
Completion State:	The work package would be done after the client had given his feedback on the system program.
Assumptions:	The meeting would flow smoothly as the team found out a better way to work with the system

Risks:	The client won't be able to attend the meeting
Risk Mitigation:	Schedule the meeting ahead of time.
Budget:	
Reference Docs:	https://asiapacificcollege.sharepoint.com/:f:/s/PROJMANT3MI201MI203/EkJeHa2ZZwpMpuVP12GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq

2078	1.6.7 13th Meeting with Client	Work package	Scheduled	RAMS CORNER BUDGETING	979.88	979.88	0.0
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Description:

WBS:	1.6.7
Work Package:	13th meeting with client
Package Owner:	Nacor Industries
Owner Organization:	Asia Pacific College ITRO
	Ruth Morillos
	Allan Nefalar
Participants:	Kieyl Ponce
Description:	The team together with the client had a meeting to report a discovery that has been made to program the system in a better way without sacrificing the quality of work
Completion State:	The work package would be done after the client had given his feedback on the system program.
Assumptions:	The meeting would flow smoothly as the team found out a better way to work with the system
Risks:	The client won't be able to attend the meeting
Risk Mitigation:	Schedule the meeting ahead of time.

Budget:	
Reference Docs:	https://asiapacificcollege.sharepoint.com/:f:/s/PROJMANT3MI201MI203/EkJeHa2ZZwpMpuVP12GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq

2079	1.6.8 Promotion/Advertisement	Work package	Scheduled	RAMS CORNER BUDGETING	5314.0	5314.0	0.0
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Description:	WBS:	1.6.8
	Work Package:	Promotion/Advertisement
	Package Owner:	Nacor Industries
	Owner Organization:	Asia Pacific College ITRO
	Participants:	Allan Nefalar
		Kieyl Ponce
		Patrick Cortez
	Description:	To promote and advertise the ticketing system to the public.
	Completion State:	The work package would be complete when the announcement or when the ticketing system's advertising in the public is complete.
	Assumptions:	The announcement of the ticketing system will be a success.
	Risks:	The promotion/advertisement of the ticketing system will bump into problems and have the announcement or advertisement delayed.
	Risk Mitigation:	Choosing the right place and the right time and the advertisement is created properly for the audience.
	Budget:	

Reference Docs:	https://asiapacificcollege.sharepoint.com/:f:/s/PROJMANT3MI201MI203/EkJeHa2ZZwpMpuVPI2GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq
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2080	1.6.9 Update Project Documentations	Work package	Scheduled	RAMS CORNER BUDGETING	6816.78	6816.78	0.0
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Description:	WBS:	1.6.9
	Work Package:	Update Project Documentations
	Package Owner:	Nacor Industries
	Owner Organization:	Asia Pacific College ITRO
	Participants:	<ul style="list-style-type: none"> • Allan Nefalar • Kieyl Ponce • Patrick Cortez
	Description:	Updating the progress of the project's documentation and deliverables in general along with the project's overall progress.
	Completion State:	This work package would be complete if the team has updated all the things that are needed to update regarding the project and especially the system and paper.
	Assumptions:	The update of the deliverables and documentation of the project would go on without any problems.
	Risks:	The team may encounter errors and would need to change or revise files on the documentation and deliverable part of the project.
	Risk Mitigation:	The team would need to double check the documentation and deliverables.
	Budget:	
	Reference Docs:	https://asiapacificcollege.sharepoint.com/:f:/s/PROJMANT3MI201MI203/EkJeHa2ZZwpMpuVPI2GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq

2193	1.7 Closeout	Phase	Scheduled	RAMS CORNER BUDGETING	18295.02	16794.88	1500.14
Description: Closeout Phase of the project							
2194	1.7.1 Auditing	Work package	Scheduled	RAMS CORNER BUDGETING	4064.0	4064.0	0.0
Description:	WBS:	1.7.1					
	Work Package:	Auditing					
	Package Owner:	Nacor Industries					
	Owner Organization:	Asia Pacific College ITRO					
	Participants:	<ul style="list-style-type: none"> • Ruth Morillos • Allan Nefalar • Kieyl Ponce • Patrick Cortez 					
	Description:	By doing an audit of the whole thing, may it be documents or website, the team can find out whether the project is optimized to meet the client's request.					
	Completion State:	The work package would be completed once the auditing is done and no errors about the project were seen.					
	Assumptions:	The auditing was done smoothly without any problems					
	Risks:	The auditing just discovered errors and things that needed to be changed on the project.					
	Risk Mitigation:	To minimize the risks, the documentation and the website should be checked properly for the auditing to go smoothly.					
	Budget:						
	Reference Docs:	https://asiapacificcollege.sharepoint.com/:f:/s/PROJMANT3MI201MI203/EkJeHa2ZZwpMpuVPi2GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq					

2195	1.7.2 Reports and Documentations Handover	Work package	Scheduled	RAMS CORNER BUDGETING	3985.5	3985.5	0.0
Description:	WBS:	1.7.2					
	Work Package:	Reports and Documentation Handover					
	Package Owner:	Nacor Industries					
	Owner Organization:	Asia Pacific College ITRO					
	Participants:	<ul style="list-style-type: none"> • Allan Nefalar • Kieyl Ponce • Patrick Cortez 					
	Description:	Handing over the reports, documentations, and the system to the client					
	Completion State:	The work package is completed if the team has updated their reports regarding the project and team's status quo.					
	Assumptions:	The updated reports would be received properly.					
	Risks:	The report is incomplete or has some parts that are lacking.					
	Risk Mitigation:	Thoroughly check the report and double check it, to avoid errors.					
	Budget:						
	Reference Docs:	https://asiapacificcollege.sharepoint.com/:f/s/PROJMANT3MI201MI203/EkJeHa2ZZwpMpuVP12GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq					
2197	1.7.3 Gain Formal Acceptance	Work package	Scheduled	RAMS CORNER BUDGETING	1328.5	1328.5	0.0
Description:	WBS:	1.7.3					

Work Package:	Gain Formal Acceptance
Package Owner:	Nacor Industries
Owner Organization:	Asia Pacific College ITRO
Participants:	<ul style="list-style-type: none"> • Allan Nefalar • Kieyl Ponce • Patrick Cortez
Description:	Getting a permit or a formal acceptance for the team and for the website to operate legally
Completion State:	The work package is complete once the permit or if the team has gained a formal acceptance for the project.
Assumptions:	The team would get a formal acceptance or permit smoothly
Risks:	The team will not get a formal acceptance and some parts of the project need to be changed.
Risk Mitigation:	The project should be explained properly, and the requests of the client should be met.
Budget:	
Reference Docs:	https://asiapacificcollege.sharepoint.com/:f:/s/PROJMANT3MI201MI203/EkJeHa2ZZwpMpuVPI2GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq

2198	1.7.4 Archive Files/Documents	Work package	Scheduled	RAMS CORNER BUDGETING	5873.02	5873.02	0.0
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Description:	WBS:	1.7.4
	Work Package:	Archive Files/ Documents
	Package Owner:	Nacor Industries
	Owner Organization:	Asia Pacific College ITRO

Participants:	<ul style="list-style-type: none"> • Ruth Morillos • Vincent Nacor • Patrick Cortez • Bryan Geneta
Description:	Archive all the necessary files and documents for the entire project, and handover to the client once the project is done.
Completion State:	The work Package is complete once the project team successfully create and archive file of all the project documentations and handed over to the client
Assumptions:	Archive files should contain complete documentations of the project under the entire development cycle
Risks:	Project team might not be able to archive all the files and miss some important files that can be crucial to the project information
Risk Mitigation:	Every project team members should cooperate and double check all the necessary files are archived.
Budget:	
Reference Docs:	https://asiapacificcollege.sharepoint.com/:f/s/PROJMANT3MI201MI203/EkJeHa2ZZwpMpuVPI2GfEskB3ApDqvVtM7IE0Ph940rUHW?e=tBnXHq

2199	1.7.5 Closeout Meeting with Members	Work package	Scheduled	RAMS CORNER BUDGETING	1543.86	1543.86	0.0
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Description:

WBS:	1.7.5
Work Package:	Closeout Meeting with Members
Package Owner:	Nacor Industries
Owner Organization:	Asia Pacific College ITRO

Participants:	<ul style="list-style-type: none"> • Ruth Morillos • Vincent Nacor • Allan Nefalar • Kieyl Ponce • Patrick Cortez • Bryan Geneta
Description:	Closeout meeting with members contains all the necessary tasks that each project team members should accomplish, making sure that all outputs within the project documentations are complete as well as the functional system that is ready to deploy and handover to the project client.
Completion State:	The work package is complete once the project team already completed each tasks assigned to them prior to completing all outputs and making sure the system is fully functional and software worthy to be handed over to the project client
Assumptions:	Project team member should already know what to do on each tasks that will be given to them when the meeting takes place.
Risks:	Some of the project team members might not be able to attend the meeting as this is one of the crucial meetings that will happen in the entire project development cycle
Risk Mitigation:	Project team should be prepared and ready to take all the tasks given to them to avoid conflicts with time since closeout meetings happens once in a project development