

For ASdn. Bhd

Project Title: iFace

| MEMBER'S NAME                         | ROLE            |
|---------------------------------------|-----------------|
| NURUL AINA ZAFIRAH BINTI MUHAMAD SANI | PROJECT MANAGER |
| MUHAMMAD AMIRUL SYAFIQ BIN ZULKEFLI   | PROGRAMMER      |
| NURAFIQAH BINTI KHOSNI                | FINANCE         |
| WAN ADDNI AISYAH BINTI WAN ISMAIL     | HUMAN RESOURCE  |

Github link: https://github.com/AinaZafirah/iFace

## WORK BREAKDOWN STRUCTURE WITH GANTT CHART TEMPLATE

| PROJECT TITLE      | iFace                                 |
|--------------------|---------------------------------------|
| PROJECT<br>MANAGER | Nurul Aina Zafirah Binti Muhamad Sani |
| COMPANY<br>NAME    | ForA                                  |
| DATE               | 11/10/2021                            |

| DATE       | 11/10/2021                       |                |            |            |          |           | PHASE ONE |       |  |                 |  |  |        |  | PHASE TWO         |  |  |        |  |        |  |        | PHASE THREE |        |  |  |         |  |                        | PHASE FOUR |                      |  |     |    |        |  |  |
|------------|----------------------------------|----------------|------------|------------|----------|-----------|-----------|-------|--|-----------------|--|--|--------|--|-------------------|--|--|--------|--|--------|--|--------|-------------|--------|--|--|---------|--|------------------------|------------|----------------------|--|-----|----|--------|--|--|
| WBS NUMBER | TASK TITLE                       | TASK OWNER     | START DATE | DUE DATE   | DURATION | % of TASK |           | W T F |  | WEEK 2 WEEK 3 V |  |  | WEEK 4 |  | WEEK 5  M T W R F |  |  | WEEK 6 |  | WEEK 7 |  | WEEK 8 |             | WEEK 9 |  |  | WEEK 10 |  | WEEK 11  R F M T W R I |            | WEEK 12<br>F M T W R |  | R F |    |        |  |  |
| 1          | Project Conception & Initiation  |                |            |            |          |           |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 1.1        | Project Charter                  | Aina           | 4/10/2021  | 7/10/2021  | 3        | 100%      |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 1.1.1      | Project Charter Revisions        | Amirul         | 8/10/2021  | 9/10/2021  | 1        | 100%      |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 1.2        | Research                         | Afiqah, Amirul | 10/10/2021 | 15/10/2021 | 5        | 90%       |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 1.3        | Projections                      | Addini, Aina   | 10/10/2021 | 15/10/2021 | 5        | 40%       |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 1.4        | Stakeholders                     | Addini         | 16/10/2021 | 21/10/2021 | 5        | 70%       |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 1.5        | Guidelines                       | Amirul         | 16/10/2021 | 21/10/2021 | 5        | 60%       |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 1.6        | Project Initiation               | Afiqah, Aina   | 22/10/2021 | 22/10/2021 | 0        | 50%       |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 2          | Project Definition & Planning    |                |            |            |          |           |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 2.1        | Scope & Goal Setting             | Addini         | 25/10/2021 | 28/10/2021 | 3        | 5%        |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     | TT | $\Box$ |  |  |
| 2.2        | Budget                           | Afiqah         | 29/10/2021 | 2/11/2021  | 4        | 30%       |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 2.3        | Communication Plan               | Amirul         | 3/11/2021  | 7/11/2021  | 4        | 0%        |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 2.4        | Risk Management                  | Aina           | 8/11/2021  | 12/11/2021 | 4        | 0%        |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 3          | Project Launch & Execution       |                |            |            |          |           |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 3.1        | Status & Tracking                | Aina           | 15/11/2021 | 17/11/2021 | 2        | 0%        |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 3.2        | KPIs                             | Afiqah         | 18/11/2021 | 21/11/2021 | 3        | 0%        |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 3.2.1      | Monitoring                       | Aina           | 15/11/2021 | 11/12/2021 | 26       | 0%        |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 3.2.2      | Forecasts                        | Amirul         | 22/11/2021 | 23/11/2021 | 1        | 0%        |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 3.3        | Project Updates                  | Addini         | 24/11/2021 | 28/11/2021 | 4        | 0%        |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 3.3.1      | Chart Updates                    | Afiqah         | 29/11/2021 | 3/12/2021  | 4        | 0%        |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 4          | Project Performance / Monitoring |                |            |            |          |           |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 4.1        | Project Objectives               | Addini         | 6/12/2021  | 8/12/2021  | 2        | 0%        |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 4.2        | Quality Deliverables             | Aina           | 6/12/2021  | 8/12/2021  | 2        | 0%        |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 4.3        | Effort & Cost Tracking           | Afiqah         | 9/12/2021  | 11/12/2021 | 2        | 0%        |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |
| 4.4        | Project Performance              | Amirul         | 9/12/2021  | 11/12/2021 | 2        | 0%        |           |       |  |                 |  |  |        |  |                   |  |  |        |  |        |  |        |             |        |  |  |         |  |                        |            |                      |  |     |    |        |  |  |