Name Team 9

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Class SE 4381.501 Project Management

Assignment Team Assignment #4

Plan

This document summarizes the project plan.

Table of Contents

[**Description**](#_gjdgxs) **2**

[**List of references**](#_hvmzrtkqie7h) **3**

[**Work breakdown structure**](#_tyjcwt) **4**

[**Activity network**](#_izqdhn63n2r1) **6**

[**Risk management**](#_4d34og8) **6**

[**Report Outline**](#_2et92p0) **7**

[First Draft](#_vctpymldm1eo) 7

[Second Draft](#_uavfx5gwhwfy) 7

[Third Draft](#_cds30gcb6jok) 7

# Description

Subject: Overview of ISO/IEC/IEEE 12207 emphasizing estimating, planning, and tracking process.

Concepts from the ISO/IEC/IEEE 12207 standard for software related processes, activities, and tasks can help the software project manager and the business in general to achieve greater success with their employees in building successful software.

Companies dependent on IT projects need to master the software technology to stay competitive in a global market. They need to produce quality products that satisfies user needs. To do that, companies need to do appropriate estimating, schedule planning, and process tracking. These three actions, among others, are important because software engineering practices usually are constrained by time, money, technology, quality, and business affairs.

Appropriate estimating deals with time and the quality of the software that can be obtained based on current technology and the amount of money given to finish the project. Estimating is difficult since custom software, most of which is built from scratch, has to be drafted, put together, tested, changed based on requirements, and successfully work to customer’s needs and satisfaction; nobody really knows how long the building and completion process will take until it is mostly done. Estimates are wrong, temporary, but necessary since they provide an idea of how much money, time, work, and technology is needed to complete software.

Likewise, project planning is as difficult as project estimating. Business affairs, changing requirements, varying degrees of different worker’s skills, expenses unaccounted for, lack of project management skills, difficult coordination of developer teams, and unreliable technology tools make accurate planning predictions impossible for a software project.

Finally, process tracking is important because this process allows for project management to take a product from concept to delivery, specifying the required steps that are followed in design, development, requirement changes, quality assurance, quality control, product testing, risk management, and configuration management.

# List of references

This section shows all references used (references are subject to change during the duration of this project).

610.12-1990 IEEE Standard Glossary of Software Engineering Terminology. IEEE / Institute of Electrical and Electronics Engineers Incorporated, 1990.

730-2002 IEEE Standard for Software Quality Assurance Plans. IEEE / Institute of Electrical and Electronics Engineers Incorporated, 2002.

828-1998 IEEE Standard for Software Configuration Management Plans. IEEE / Institute of Electrical and Electronics Engineers Incorporated, 1998.

830-1998 IEEE Recommended Practice for Software Requirements Specifications. IEEE / Institute of Electrical and Electronics Engineers Incorporated, 1998.

1012-2004 IEEE Standard for Software Verification and Validation. IEEE / Institute of Electrical and Electronics Engineers Incorporated, 2005.

1074-1997 IEEE Standard for Developing Software Life Cycle Processes. IEEE / Institute of Electrical and Electronics Engineers Incorporated, 1998.

1028-1997 IEEE Standard for Software Reviews. IEEE / Institute of Electrical and Electronics Engineers Incorporated, 1998.

Putnam, Lawrence & Ware Myers, Measures for Excellence: Reliable Software on Time, Within Budget, Yourdon Press, 1992.

Putnam, Lawrence & Ware Myers, Industrial Strength Software: Effective Management using Measurement, IEEE Computer Society, 1997.

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# Work breakdown structure

This section shows the WBS and time estimations.

|  |  |  |  |
| --- | --- | --- | --- |
| Level 1 | Level 2 | Level 3 Work Packages | Level 4 Estimations |
| 1 Overview of ISO/IEC/IEEE 12207 | 1.1 WBS | 1.1.1 Group Meeting and Starting Template | 3 hours |
| 1.1.2 Identify Main Objectives | 2 hours |
| 1.1.3 Create Sub-Objects and Complete Table | 3 hours |
| 1.1.4 Select Research Documents | 1 hour |
| 1.2 Project Plan | 1.2.1 Organize Objectives | 3 hours |
| 1.2.2 Distribute objectives amongst team members | 2 hours |
| 1.3 Research and Summarize | 1.3.1 Research and Identify Sources | 2 hours |
| 1.3.2 Split Sources and Read | 8 hours |
| 1.3.3 Create Outline for Research Paper Content | 1 hour |
| 1.3.4 Summarize Our Research | 4 hours |
| 1.4 Document Observations | 1.4.1 Split Research into Subtopics | 3 hours |
| 1.4.2 Categorize Information and Quotes into the Split Subtopics | 2 hours |
| 1.5 Write Report | 1.5.1 Group Meeting and Create Report Outline based on Research | 2 hours |
| 1.5.2 Create a first Draft of the report based on Research | 4 hours |
| 1.5.3 Revise Report Draft and Report Outline | 2 hours |
| 1.5.4 Finalize report | 3 hours |
| 1.6 Write Presentation | 1.6.1 Create Presentation Outline Based on Report | 1 hours |
| 1.6.2 Complete Presentation Slides | 3 hours |
| 1.6.3 Revise Slides | 1 hour |
| 1.6.4 Finalize Slides, Create Notes, and Give Presentation | 2 hours |
| 1.7 Lessons Learned | 1.7.1 Create Summary on Mistakes that were made | 1 hour |
| 1.7.2 Discuss Alternatives That Could Have Been Made | 1 hour |
| 1.8 Individual Ratings and Group Performance | 1.8.1 Evaluate performance of Teammates | 1 hour |
| 1.8.2 Evaluate performance of group | 1 hour |

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# Activity network

Section is empty for now.

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# Risk management

This section gives a list of risks to stay aware of during the course of the project.

Technology

* Unsaved work due to computer failure

## Information

* Conflicting source information.
* Not enough source information.

## Personel

* Presenter becomes ill on presenting day.
* Team member becomes unable to work on team project due to unforeseeable mental or physical accident
* Possible lack of transparency and communication between team members

### Workload

* Prioritizing final exams.
* Work packages that take longer than estimated.

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# Report Outline

This section gives an overview of the report writing plan.

## First Draft

* Write body and conclusion paragraphs and write headings only for body paragraphs.

## Second Draft

* Revise body and conclusion paragraphs and add content to body paragraphs.

## Third Draft

* Revise and finalize all content.