<u>SE.QA.05B – Project Plan Specification Standards</u>

SE.QA.05B identifies the format of, and information which must be supplied in the project plan.

1. <u>Outline Structure</u>
   - Introduction – Defined in SE.QA.03
   - Overview of proposed system
     - Choice of platform
     - High level architecture
     - Description of target users
   - Use-cases
     - How "actors" (users, admins, other systems etc.) are expected to interact with the system
     - Use case diagrams (eg. UML)
     - Description of interactions in plain English
     - Example usage scenarios
   - User interface design
     - Drawings and diagrams of intended appearance of UI
     - Description of effects of user interaction with interface elements
   - Gantt chart
     - Main tasks
     - When will each start and end
     - Amount of man hours for each task
     - Member/s assigned to each task
     - Dependencies between tasks
     - All major milestones
     - Fit on a4 sheet one side with legible text
   - Risk analysis
     - Any problematic parts of the plan
     - How we will mitigate the impact
     - Could include slippage due to parts taking longer
     - Usability issues
     - Technical difficulties
     - Complex algorithms
     - Illness or absence of key group member
   - References – Defined in SE.QA.03