
Project Management Plan

for

<Car-Bookings>

Version *1.0 approved*

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1. Introduction

1.1 Purpose of Project Management Plan

The intended audience of the <Car-Bookings> PMP is all project stakeholders including the project sponsor, senior leadership, and the project team.

1.2 Summary of Project Charter

[Project Charter](#)

1.3 Assumptions/ Constraints

Assumptions:

1.3.1 When generating random usernames, the system shall give an admin username specific format so it can be identified as an admin.

1.3.2 The password should be at least 8 characters and may contain letters, digits, and special characters.

1.3.3 When adding a new user or admin by the admin the system shall generate random passwords and usernames and send them through the email.

constraints:

1.3.4 Web-based / PC based.

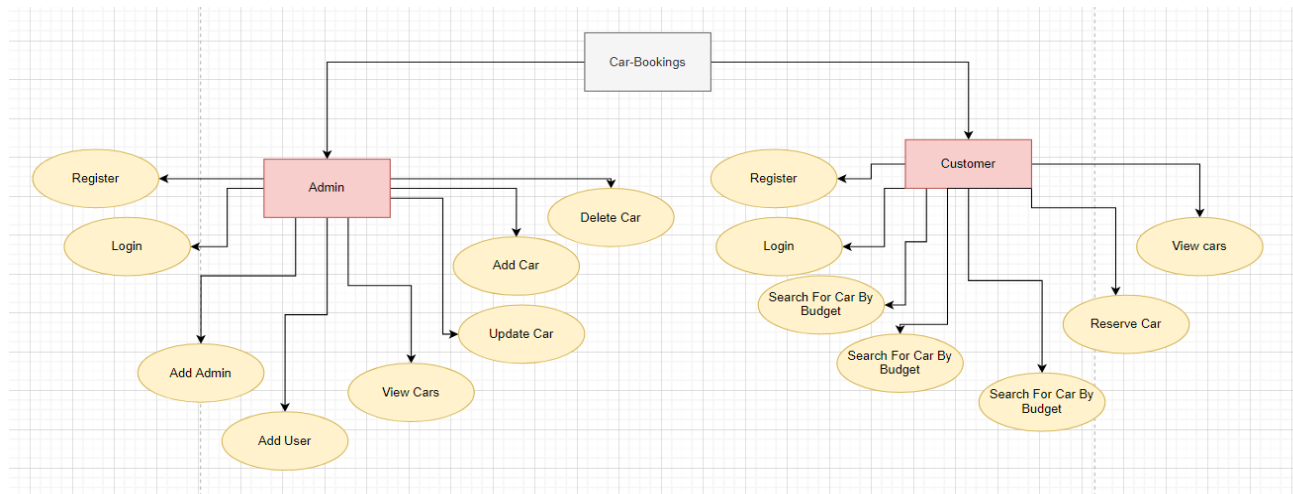
1.3.5 Unique username for each user or admin.

1.3.6 Adding additional features for the admin.

1.4 Scope Management

[Scope Statement](#)

1.5 Work Breakdown Structure



2. Change Control Management

To be filled When change is required.

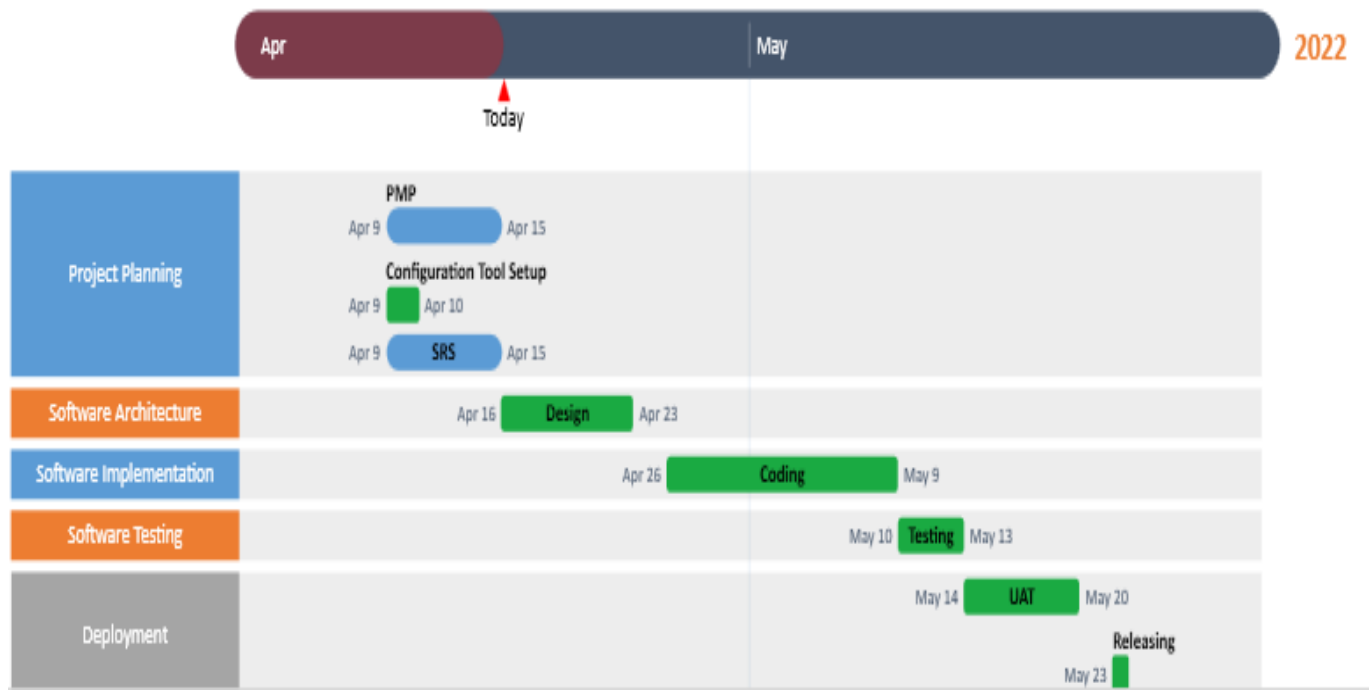
3. Schedule/Time Management

3.1 MILESTONES

The table below lists the milestones for this project, along with their estimated completion timeframe.

Milestones	Estimated Completion Timeframe
SRS SIQ PMP Project Schedule Setup Configuration management	1-week(from 9/4/2020 to 15/4/2020)
To Be Determined	

3.2 PROJECT SCHEDULE



3.3 DEPENDENCIES

We will use the **waterfall model** as our software development lifecycle, So each phase will be dependent on the previous one so we will follow **the start to end strategy**.

4. Quality Management

[Quality Management Plan](#)

5. Configuration Management

- We tailored our Configuration Management tool to use Git and GitHub instead of TortoiseSVN.
 - We will track all our documents, code, testing, monitor & control phases through the software life cycle(SDLC).
- The guidelines on how we will use the CM:
- There are two branches:

- The first one is for the baseline (master)
- The other one is for the internal changes between the releases(dev).
- Pull requests are required for the master branch only
- Tags will be used to distinguish between baselines.
- Tags must be in this format (DayMonthYear-Inter/Release-no of release)
ex:160422-Release-01

Concept	Add Concept folder
Defination	Add Defination Folder
Development	Add Development Folder
Monitor and Control	Add Monitor and Control Folder
Testing	Add Testing Folder

6. Communication Management

6.1 COMMUNICATION MATRIX

<i>Communication Goal</i>	<i>Communication Tool</i>	<i>Audience</i>	<i>Frequency</i>
<i>Team progress</i>	<i>Online meeting</i>	<i>Project team</i>	<i>Daily</i>
<i>Project review</i>	<i>Physical meeting</i>	<i>Project team</i>	<i>Weekly</i>
<i>Customer collaboration</i>	<i>Formal email</i>	<i>Customer - Project manager</i>	<i>When needed</i>

7. Risk Management

Risk Management Plan

7.1 RISK LOG

Risk Management Log

8. Issue Management & Escalation

Issue management

8.1 ISSUE LOG

To be filled.

APPENDIX A: REFERENCES

The following table summarizes the documents referenced in this document.

Document Name and Version	Location
<i>Project Charter</i>	<u>Link</u>
<i>Scope Management</i>	<u>Link</u>
<i>Quality Management Plan</i>	<u>Link</u>
<i>Risk Management Plan</i>	<u>Link</u>
<i>Risk Management Log</i>	<u>Link</u>
<i>Issue Management</i>	<u>Link</u>