
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.

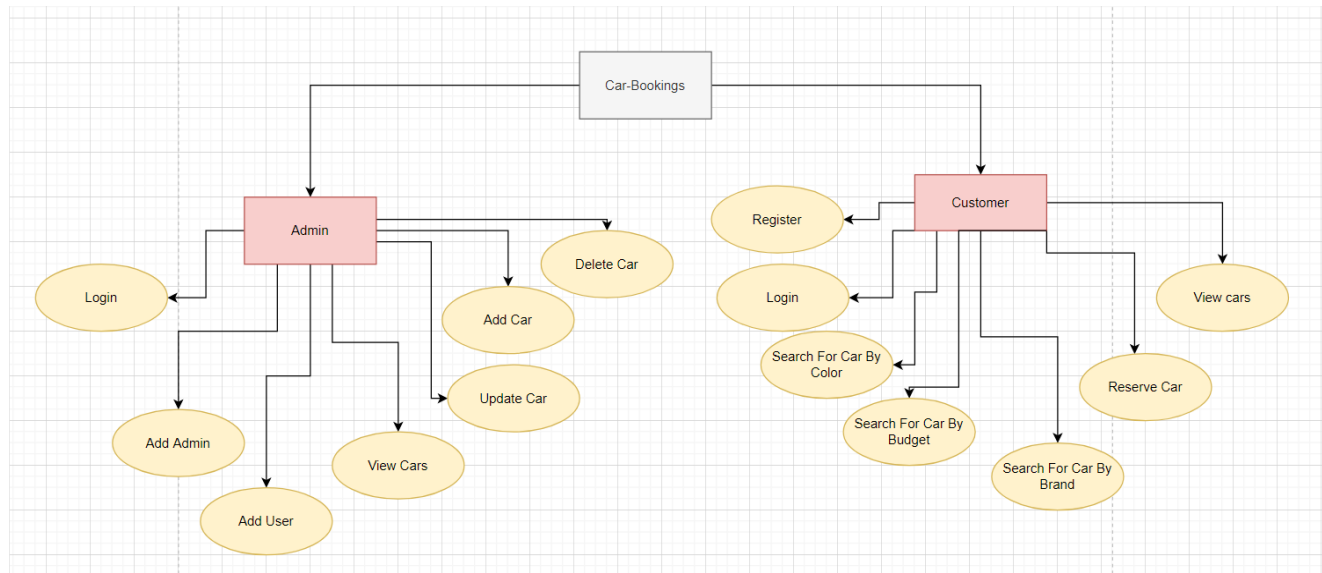
1.3.5 Unique username for each user or admin.

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.

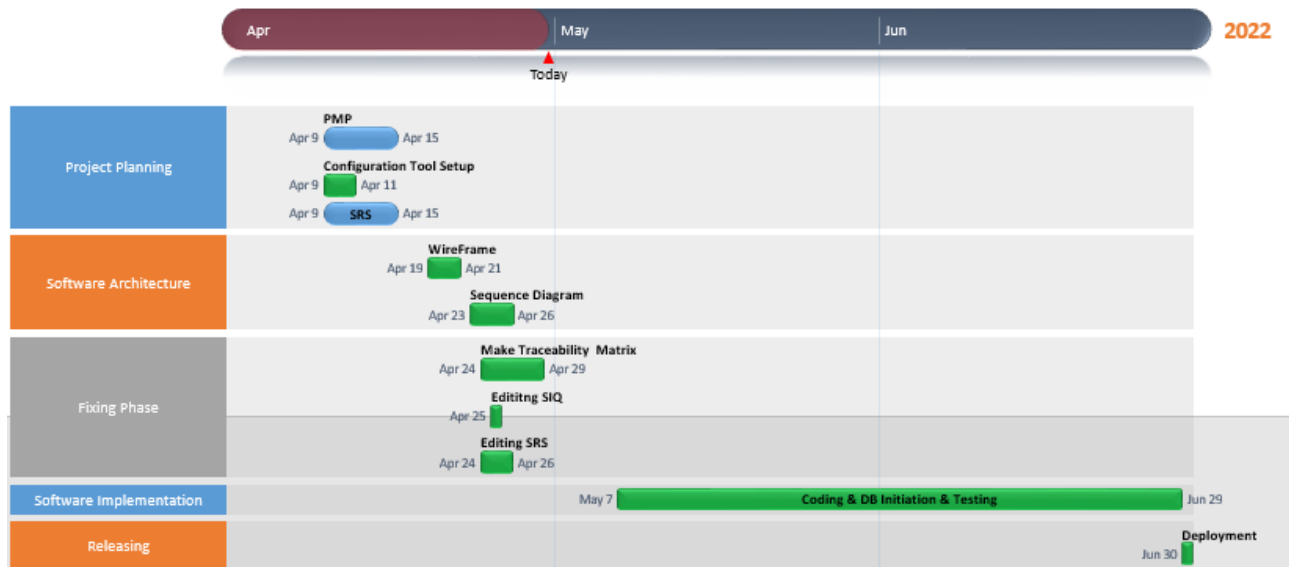
3. Schedule/Time Management

3.1 MILESTONES

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

Milestones	Estimated Completion Timeframe
<i>SRS</i> <i>SIQ</i> <i>PMP</i> <i>Project Schedule</i> <i>Setup Configuration management</i>	1-week(from 9/4/2020 to 15/4/2020)
Use Case diagram Sequence diagram ERD diagram Wireframe	1-week(from 23/4/2020 to 29/4/2020)

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

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>