



Software Project Management Plan (SPMP)

Outline for Daily Roar

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Creation Date: 1/27/2025

Last Revised: 02/04/2025

Version: 1.0

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Version History

Version	Revised By	Revised Date	Changes
1.0	Ashley Allaico	02/04/2025	Initial Draft

Introduction

Purpose of Plan

The KeanFit mobile application outlines the project's definition, including its goals and objectives. Serving as an agreement between the project manager and team members, the Project Management Plan (PMP) establishes a shared understanding of the project, facilitating clear communication and defining roles, responsibilities, and limitations. It encompasses all aspects of

the project, aligning with business objectives and setting boundaries regarding approach, deliverables, milestones, and budget.

Background Information

In recent years, universities have increasingly recognized the importance of health and wellness in promoting student success and overall well-being. Traditional universities fitness programs often face challenges such as overcrowded gym facilities, lack of personalized workout plans, and limited engagement opportunities for students. To address these issues, the KeanFit mobile application is designed for centralized access to fitness resources and wellness programs. By integrating features such as fitness recommendations and social engaging tools, the app will create a more efficient, accessible, and engaging fitness experience for the university community. KeanFit will support the university's broader commitment to student well-being by providing nutrition guidance and wellness events that align with modern fitness trends.

Project Approach

This section outlines the phases we will go through in this project until the final deliverable. We will follow the Agile methodology to develop the mobile application concurrently. Below is a table of the project schedule that we will follow.

Overall Project Schedule: 01/22/2025 - 05/07/2025

Sprint	Timeline	Tasks
Planning Phase	1/22 - 2/04	<ul style="list-style-type: none">• Project Plan and Documentations• Define User Stories• Project Setup
Sprint 1 Foundation & Core Features	2/05 - 2/26	<ul style="list-style-type: none">• Implementation of authentication<ul style="list-style-type: none">◦ Login/Signup• UI/UX Design• Backend Setup• Testing
Sprint 2 Advanced Features & Integration	2/27 - 3/27	<ul style="list-style-type: none">• Implement fitness tracking and recommendation• Integrate user fitness goals into the dashboard• Integrate and connect frontend with backend• Testing
Sprint 3 Additional Features	3/28 - 4/18	<ul style="list-style-type: none">• Implement health and wellness features<ul style="list-style-type: none">◦ Nutrition Guides and Tips• Develop BMI calculation logic• Final testing
Research Day	4/21 - 4/23	<ul style="list-style-type: none">• Research days presentation
Delivery Phase	4/24 - 5/07	<ul style="list-style-type: none">• Final drafts of documentation• Final presentation

Goals and Objectives

Our fitness app aims to enhance student engagement with Kean University's health and wellness programs by providing clear and accessible class information, ultimately boosting enrollment in exercise-related university classes by 15%. To further support campus-wide wellness initiatives, the app will integrate with Kean's fitness programs, ensuring that at least 80% of university-hosted fitness events are listed and easily accessible. Additionally, we are committed to delivering a high-quality user experience by completing 100% of planned test cases to validate the app's functionality, usability, and performance.

Scope

Scope Definition

KeanFit is a platform designed to promote a healthy lifestyle. The application will allow users to track their workouts, create personalized fitness plans, and monitor their progress over time. The app will provide tailored fitness tips and nutrition advice to complement their exercise routine. It enables users to categorize their workouts (cardio, strength training, yoga) and set fitness goals, such as muscle building, weight loss, or endurance improvement, with recommendations provided to achieve these goals. The application will be developed as a cross-platform mobile app, compatible with both Android and iOS devices, ensuring accessibility for all users.

Budget and Resources

The allocated budget is \$0. We will utilize the resources currently available to us.

Documentation will be stored on a shared drive, while the code will be stored and shared through a team GitHub repository.

Risks Assessment

The initial risk assessment aims to recognize, define, prioritize, and outline mitigation strategies for potential risks identified before the project begins. Risk assessment will be an ongoing process, regularly reviewed and updated throughout the project's duration. Weekly assessments will be conducted and incorporated into the weekly progress reports.

Initial Project Risk Assessment

Risk	Priority	Risk Level (H/M/L)	Mitigation Strategy
Data Privacy & Security	1	High	Comply with data protection regulations and Kean IT Standards.

App Performance Issues	2	High	Optimize code, conduct testing, and monitor performance metrics.
Feature Scope Creep	3	Medium	Prioritizing core functionalities.
Recommendations Inaccuracy	4	Medium	Continuously refine using user feedback and real-time data analysis.
Low User Adoption	5	Medium	Implement marketing strategies and offer incentives for consistent use.

Success Criteria

Our main success criteria are 90% of user stories outlined in the project scope are fully implemented.

Assumptions

Project Assumptions

The following assumptions were made while preparing the Project Plan:

- Necessary resources such as software, development tools, and access to campus fitness data will be available.
- Will actively contribute time and skills alongside academic responsibilities.
- University policies may allow access to relevant fitness and wellness event data for integration.

Constraints

Project Constraints

The following represent known project constraints:

- Limited availability of developers, designers, and testers may affect development speed and feature implementation.
- Limited access to university data such as access to class schedules, student data, or event information may be restricted due to data privacy policies or Family Educational Rights and Privacy Act (FERPA) compliance.
- Limited access to physical Android devices may hinder thorough testing of platform-specific features, potentially leading to undetected UI/UX inconsistencies or OS-specific bugs.

Project Organization

Project Timeline

Phase	Start Date	End Date	Duration	Resources
Pre-Planning Phase	01/22/2025	02/04/2025	2 weeks	Ashley Allaico Meera Patel John Ortega Andy Allaico Brayan Martinez
Phase 1	02/05/2025	02/26/2025	3 weeks	Ashley Allaico Meera Patel John Ortega Andy Allaico Brayan Martinez
Phase 2	02/27/2025	03/27/2025	3 weeks	Ashley Allaico Meera Patel John Ortega Andy Allaico Brayan Martinez
Phase 3	03/28/2025	04/18/2025	3 weeks	Ashley Allaico Meera Patel John Ortega Andy Allaico Brayan Martinez
Delivery Phase	04/24/2025	05/07/2025	2 weeks	Ashley Allaico Meera Patel John Ortega Andy Allaico Brayan Martinez

Roles and Responsibilities

Role(s)	Responsibilities	Participant(s)
Stakeholders	<ul style="list-style-type: none">• Share expertise and offer recommendations• Evaluate specific project components• Provide in-depth support and guidance as needed	Dr. Jing-Chiou Liou
Supervisor	<ul style="list-style-type: none">• Share insights and suggestions• Access certain aspects of the project• Provide in-depth support and guidance as needed	Dr. Jing-Chiou Liou
	<ul style="list-style-type: none">• Oversee project execution to ensure alignment with the project plan• Manage and guide team members	

Project Manager	<ul style="list-style-type: none"> • Lead the team toward achieving project objectives • Ensure the final deliverables meet quality standards and project goals • Develop and maintain the Project Management Plan (PMP) 	Ashley Allaico
Developer	<ul style="list-style-type: none"> • Analyze user needs and business workflows within their domain • Write clean code • Develop the product according to specified requirements • Troubleshoots and debug applications • Provide knowledge and recommendations 	Andy Allaico John Ortega Brayan Martinez
System Analyst	<ul style="list-style-type: none"> • Suggest designs, tests, and implementations for the system • Conducts research on the possible solutions for problems and makes recommendations. • Creates a manual on how to effectively use the application 	Meera Patel Brayan Martinez Ashley Allaico
Tester	<ul style="list-style-type: none"> • Runs test cases for the project during and after implementations • Ensure there is no bugs • Test the mobile application 	John Ortega Meera Patel Andy Allaico

Communications Plan

Weekly Team Meetings:

Our weekly team meetings are held every week on Monday at 2PM where all the team members participate and communicate through Discord. The project managers share the agenda at the beginning of each meeting with team members, and we discuss our progress and plan future tasks. All documentation and agendas of the project are uploaded to our shared OneDrive and GitHub where every team member has access to view and modify. Additionally, we track our backlogs items on Jira for each sprint.

Weekly Status Reports:

The project manager provides weekly written progress reports on the team member's development, tasks assigned, and tasks completed which are sent to the stakeholder.

Attachments/Appendices

Appendices/Attachments may be included in a hardcopy form

Project High-Level Description (HLD) Document

- Project Charter
- Business Case
- Project Description
- Statement of Work

Approvals

Sign-off Sheet

I have read the above Project Plan and will abide by its terms and conditions and pledge my full commitment and support for the Project Plan.

x *Brayan Martinez*

Date: 02/04/2025

x Andy Allaico

Date: 02/04/2025