**Project Plan**

**Online Quiz Application**

|  |  |
| --- | --- |
| Industry Partner |  |
| Primary Instructor | Anjana Shah |
| Team Member | James Tory |
| Team Member | Emmanuel Ko |
| Team Member | Arghawan Ghulam Siddiq |
| Team Member | Joyce Ashley Borla |

Document Revision History

|  |  |
| --- | --- |
| Revision # | Date |
| 0.1 | 10/11/2022 |
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# 1. Executive Summary

The following describes the project to be executed.

|  |  |
| --- | --- |
| Objective | This web application allows instructors to create any quizzes online and students can access their quiz at school, home, or the library. |
| Corporate Goals Addressed | -Reduces the number of papers being printed and used.  -Provides instant grading and feedback.  -Randomized question can prevent students from cheating.  -The application is easy to use. |
| Planned Start Date | Friday September 16th, 2022 |
| Planned End Date | Friday, March 31st, 2023. |

# 2. Project Approvers, Reviews and Distribution List

Approvers, reviewers, and distribution list

|  |  |  |  |
| --- | --- | --- | --- |
| Project Role | Name | E-mail | Date |
| Project Vision Template, Project Plan | Joyce Ashley Borla | JoyceAshley.Borla@georgebrown.ca | Tuesday, October 11, 2022 |
| Project Vision Template, Team Charter | Arghawan Ghulam Siddiq | Arghawan.GhulamSiddiq@georgebrown.ca | Tuesday, October 11, 2022 |
| Project Summary, High Level Requirement, Product Backlog. | James Tory |  | Tuesday, October 11, 2022 |
| User Personas and Stories, Project Plan Template. | Emmanuel Ko |  | Tuesday, October 11, 2022 |

# 3. Scope

Define the sum total of all of its products and their requirements or features.

|  |  |
| --- | --- |
| In Scope | Out of Scope |
| This project will develop a web-based application where quizzes can be created and taken. | End users will be required to create the questions for the quizzes. |
| The application will be hosted by Team 20, not the end user, and will be accessed through a web browser. | End users will be responsible for determining how to best integrate the Online Quiz Application into their curriculum. |

# 4. Deliverables

This project will deliver the following.

|  |  |
| --- | --- |
| Deliverable | Description |
| Quiz Creation | Instructors can create quizzes with a variety of customization options, e.g., time limit, number of questions and question format |
| Quiz Saving | Instructors can save quizzes they have created to their account so they can deliver the quiz again to different students in the future |
| Grade View | Students can view the average grade of the class and individual scores on the quizzes they have taken in each of their classes |
| Schedule View | Students can view any upcoming quizzes that their instructor has scheduled |
| Join Quiz | Students can take the quizzes by entering a unique code or from their profile, depending on the preference of their instructor |
| Grade Export | Instructors and institutions can export grades in a CSV or a readable format |

# 5. Assumptions

* Developers might not finish the application within the time frame.
* The budget might not be enough; therefore, it is uncertain whether investors are willing to put more money for the project/application.
* Teachers may not want to use the application and would prefer to continue using paper for their quizzes.
* Teachers may not use our online quiz application since there are multiple other quiz applications they can use.
* Students might not have access to a desktop or have a fast reliable internet at home.
* It is assumed that the end user of Online Quiz Application has access to a computer device and internet to use this application.
* The web design might not turn out how the developers want it to look.
* Project team members may have some opposed opinions about the project during the process of the application.
* Information may change during the process of project planning.

# 6. Dependencies

* Project budget information is limited and uncertain.
* Instructors will use a different online quiz application.
* End users must have access to a desktop and internet to use the application.

# 7. Risk Management

|  |  |  |  |
| --- | --- | --- | --- |
| Potential Risk | Severity (H/M/L) | Likelihood (H/M/L) | Management Strategy |
| Team member gets an illness. | M: could slow the process of the creation | Likely | All the team members can divide the work equally and help each other out if needed |
| A team member might not put as much effort as the other team members | L: could create conflict and disputes | Unlikely | Communicate with the team member about the lack of effort and find a solution on how they can work harder and better together. |

# 8. Communication

**Reporting**

The following reports will be produced:

|  |  |  |
| --- | --- | --- |
| Report | Audience | Frequency |
| Sprint Review | Team + Stakeholders | Monthly |
| Sprint Retrospective | Team | Monthly |

**Meetings**

The following meetings/communication will be established:

|  |  |  |  |
| --- | --- | --- | --- |
| Meeting | Purpose | Attendees | Frequency |
| Lab class | To discuss which part of the project we are going to work on. | James Tory, Emmanuel Ko, Arghawan Ghulam Siddiq, Joyce Ashley Borla | Once a week on Fridays. |
| Discord | Letting each team members know their current work status on the assignment. | James Tory, Emmanuel Ko, Arghawan Ghulam Siddiq, Joyce Ashley Borla | Anytime. |

# 9. Task Listing (WBS - Work Breakdown Structure)

The following resource proposal template summarizes the resource hours committed to this project, upon final approval of this document.

|  |  |  |  |
| --- | --- | --- | --- |
| Reference | Tasks | Duration | Dependency |
| A | Create Project Summary | 23 DAYS | B |
| B | Create Personas and User Stories | 23 DAYS | D |
| C | Create High Level Requirements | 23 DAYS | A |
| D | Create Project Vision | 23 DAYS |  |
| E | Create Product Backlog | 1 WEEK | C |
| F | Create Team Charter | 1 WEEK | C |
| G | Create Project Plan | 1 WEEK | F |
| H | Create Minutes of Meeting | PROJECT LIFECYCLE |  |

# 10. Gantt Chart

See document **F22\_T20\_Gantt\_Chart.xlsx**

# 12. RAM – Responsibility Assignment Matrix

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **ARGHAWAN S.** | **EMANUEL K.** | **JOYCE B.** | **JAMES T.** |
| ***Project Summary*** | *SECONDARY* |  | *PRIMARY* |  |
| ***Personas and User Stories*** |  | *PRIMARY* |  |  |
| ***High Level Requirements*** |  |  |  | *PRIMARY* |
| ***Project Vision*** | PRIMARY |  | SECONDARY |  |
| ***Product Backlog*** |  |  |  | PRIMARY |
| ***Team Charter*** | PRIMARY |  |  |  |
| ***Project Plan*** | SECONDARY | SECONDARY | PRIMARY |  |
| ***Minutes of Meeting*** |  |  |  | PRIMARY |

# 11. Milestones

|  |  |  |
| --- | --- | --- |
| Major Activity or Milestone | Estimated Milestone Target date | Owner/Reviewer Team Members |
| Complete Sprint 1 | Oct 2, 2022 | All Team Members |
| Complete Sprint 2 | Oct 10, 2022 | All Team Members |
|  |  |  |

# 13. Approval

The signatures below indicate their approval of the contents of this document.

|  |  |  |  |
| --- | --- | --- | --- |
| Project Role | Name | Signature | Date |
| Project Vision Template, Project Plan | Joyce Ashley Borla |  | Tuesday, October 11, 2022 |
| Project Vision Template, Team Charter | Arghawan Ghulam Siddiq |  | Tuesday, October 11, 2022 |
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