

# Calculating Family Expense

## Project Planning Phase

### 1. Project Planning Document

Project planning defines the step-by-step approach for developing and deploying the *Calculating Family Expense* system.

The main goal is to ensure systematic progress, timely delivery, and optimal resource utilization.

#### Objectives:

- Establish clear project scope and deliverables.
- Define roles and responsibilities of each team member.
- Set achievable timelines for each development stage.
- Identify potential risks and create mitigation strategies.

#### Planned Phases:

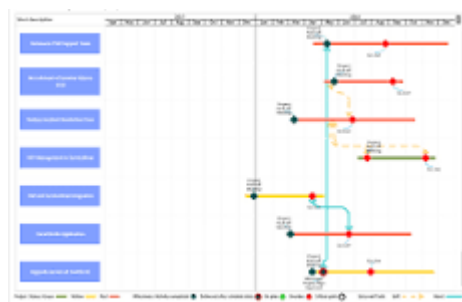
1. **Ideation & Requirement Analysis** – Understanding the problem and defining system needs.
2. **Design Phase** – Creating architecture and workflow diagrams.
3. **Development** – Implementing the ServiceNow solution modules.
4. **Testing** – Verifying performance, functionality, and reliability.
5. **Deployment & Maintenance** – Launching the final system and monitoring performance.



## 2. Timeline and Milestones

The project schedule was divided into milestones to ensure steady progress.

Milestone	Description	Duration
Ideation Phase	Brainstorming and problem definition	Week 1
Requirement Analysis	Identifying functional & non-functional requirements	Week 2 – 3
Design Phase	Architecture and workflow design	Week 4 – 5
Development	Implementation in ServiceNow environment	Week 6 – 8
Testing	Unit testing and performance validation	Week 9 – 10
Final Deployment	Launch and documentation	Week 11



## 3. Task Allocation Chart

Each team member was assigned tasks based on their expertise:

Team Member	Responsibility
R. Benita	Requirement Analysis & Documentation

M. Bruntha	ServiceNow Workflow Design & Backend Integration
R. Indhujah	Frontend Interface & Data Visualization
M. Valarmathi	Testing, Validation & Final Reporting

## Conclusion

The **Project Planning Phase** establishes the roadmap for successful execution of the *Calculating Family Expense* project. Proper planning ensures resource efficiency, time management, and clear communication among all stakeholders.