

# ***SOFTWARE PROJECT PLAN***

## **1.0 Introduction**

This section provides an overview of the software engineering project.

### **1.1 Project scope**

A description of the software is presented. Major inputs, processing functionality and outputs are described without regard to implementation detail.

### **1.2 Major software functions**

A functional decomposition of the software (for use during estimation and scheduling) is developed here.

### **1.3 Performance/Behavior issues**

Any special requirements for performance or behavior are noted here.

### **1.4 Management and technical constraints**

Any special constraints that affect the manner in which the project will be conducted (e.g., limited resources or 'drop dead' delivery date) or the technical approach to development are noted here.

## **2.0 Risk Management**

This section discusses project risks and the approach to managing them.

### **2.1 Project Risks**

Each project risk is described.

### **2.2 Risk Table**

The complete risk table is presented. Name of risk, probability, impact and RM3 pointer are provided.

### **2.3 Overview of Risk Mitigation, Monitoring, Management (RM3)**

An overview of RM3 is provided here. The Complete RM3 is provided as a separate document or as a set of Risk Information Sheets.

### **3.0 Project Schedule**

This section presents an overview of project tasks and the output of a project scheduling tool.

#### **3.1 Project task set**

The process model, framework activities and task set that have been selected for the project are presented in this section.

#### **3.2 Functional decomposition**

A functional breakdown to be used for scheduling is presented here.

#### **3.3 Task network**

Project tasks and their dependencies are noted in this diagrammatic form.

#### **3.4 Timeline chart**

A project timeline chart is presented. This may include a time line for the entire project or for each staff member.

#### **3.5 Schedule compliance**

Monitoring, reporting, and controlling mechanisms

### **4.0 Appendix**

Supplementary information is provided here.