Project Plan Document

Project Title: KitHub – Campus Used Equipment Library

# 1. Project Scope

Included in the project:  
- A web-based platform for borrowing campus equipment.  
- User roles: student (borrower) and administrator.  
- Borrowing workflow (request → approval → return).  
- Inventory display with categories and availability status.  
- Notification system for due dates and approvals.  
  
Excluded from the project:  
- Physical item tracking (e.g., RFID, QR code).  
- Integration with university systems.  
- Payment or fine features.

# 2. Project Organization – Roles and Responsibilities

|  |  |  |
| --- | --- | --- |
| **Team Member** | **Role** | **Responsibilities** |
| Aylin Barutçu | Project Coordinator | Project definition, documentation integration, UI design, team communication |
| Betül Biçer | Requirements Analyst & Developer | SRS writing, borrow logic implementation, design patterns |
| Mehmet Karatekin | System Architect | Architecture diagram, backend design, admin features development |
| İlbey Efe Taşabatlı | |  | | --- | |  |  |  | | --- | | DevOps & Planner | | Timeline planning, GitHub management, testing coordination, version control |

# 3. Project Goals (Implementation and Management)

- Deliver a working MVP before the deadline.  
- Ensure that each phase (requirements, design, implementation) is completed on time.  
- Maintain version control and task traceability via GitHub.  
- Clearly document the process for evaluation and review.

# 4. Key Stages and Timeline

|  |  |  |  |
| --- | --- | --- | --- |
| **Stage** | **Description** | **Date(s)** | **Deliverables** |
| Initial Delivery | Project documentation and setup | June 15 – 25th | Project Definition & Plan Documents |
| Design | UI sketches and architecture decisions | June 25th– July 5th | Architecture Diagram |
| Implementation | Core development of system features | July 5th– August 5th | MVP version on GitHub |
| Testing & Final | User tests, bug fixes, documentation completion | August 5 – 15th | SRS, Pattern Mapping, Final Upload |

# 5. Resource Planning

- Development Tools: Visual Studio Code, Git, GitHub  
- Languages and Frameworks: HTML/CSS, JavaScript, Python (Backend)  
- Database: MySQL

# 6. Risk Management

- Delays due to exams or schedule:  
 If time conflicts occur, tasks will be redistributed among available members or the timeline will be slightly adjusted with team consensus.  
  
- Scope creep (uncontrolled expansion of features):  
 Team will regularly review the project scope and only include new features after evaluating their necessity and feasibility.

# 7. Communication Plan

- Weekly progress meetings via Zoom  
- Daily updates via WhatsApp/Slack group  
- GitHub Issues and commit messages for tracking code tasks  
- Shared Google Drive for document collaboration

# 8. Change Management Plan

- All major scope or requirement changes will:  
 1. Be discussed and agreed upon during team meetings  
 2. Be updated in the GitHub README

# 9. Acceptance Tests and Criteria

|  |  |
| --- | --- |
| **Test Scenario** | **Success Criteria** |
| User registration and login | Users can securely create accounts and log in without errors |
| Equipment borrow & return process | Borrow requests can be sent, approved, and marked returned correctly |
| Notifications | Users receive timely reminders for return dates and admin approvals |
| Admin equipment management | Admin can add, update, or remove inventory items without system crashes |
| Page loading/performance | All pages load within 2 seconds under standard conditions |

# 10. Task Matrix for This Document

|  |  |  |
| --- | --- | --- |
| **Task** | **Description** | **Responsible Member** |
| Draft Structure | Defined the document outline and core sections | İlbey Efe Taşabatlı |
| Content Writing | Completed the full text and examples for use cases and planning | Aylin Barutçu |
| Architecture & Pattern Review | Reviewed architecture alignment and design pattern mapping | Mehmet Karatekin |
| Final Review & Submission | |  | | --- | |  |  |  | | --- | | Final proofreading, table formatting, version check | | Betül Biçer |