Timeframe

Another difficult aspect of project planning is knowing how much time to allow. You will have something like 36 hours per person for this assignment. In order to develop a plan for further work beyond the end of this course, let us assume that you will have an extra 10 hours per week per person for 10 weeks in addition to this time in order to develop your project. This means that you will have six weeks (Weeks 7 to 12) of the semester to work on your assignment, with a further 10 weeks after that. This means that your plan will be for a total of 15 weeks, with the first 6 being on this assignment. You will clearly not have the extra 10 weeks to work on the project; this is intended to give you a feeling for how much you would be able to achieve in that time. This means that the first 6 weeks of your timeline will end up being your progress on this project, with the remaining 10 weeks being your plan for the next stages. This should be presented in the form of a table, with one row for each week, specifying as best you can the work for each person for each week. This means that the first six rows of the table will describe your progress so far, and the remaining 10 your best guess at how the remaining time would work. This will no doubt change as you work on your assignment, as it will give you a more precise idea about how long it will take to get things done. This is not an unchangeable contract for exactly how things will work; that is unrealistic for just about any project. The idea is to get you thinking about how exactly your time should be allocated to the various tasks involved. It is a good idea to have a milestone (i.e. a specific outcome) for each week of the project. This may include getting familiar with tools or reading up on a technique or technology. You should also include time for writing up the final report and any other documentation. Writing reports always takes longer than you think, especially as you should expect to re-write any piece of writing that you do at least three or four times.

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Schedule and timeframe take priority in any given project, which is why we will allocate the work hours to solidify the ground work and foundation to be able to plan and implement the stages of our project. Schedule and timeframe are also considered the base of how long it will effectively take to run the testing for our product; document work instructions for record keeping, management and training. These work instructions will also become the documents to further enhance the way we will move forward if we are taking the product to another level, such as creating another model to surpass the existing application. Testing will also become a priority in our schedule to ensure that our product remain the best there is in the current market.