# **CSC289 Programming Capstone**

# **Project Plan**

**Project Name:** {Project Name}

**Team Number:** {Team Number}

**Team Lead/Scrum Master:** {Team Lead Name}

# Team Member Details

| Name | Email | Phone | Role |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

# Industry Mentor Details

| Name | Email | Phone | Preferred Contact |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |

# Instructor Details

| Name | Email | Phone | Preferred Contact |
| --- | --- | --- | --- |
| Susan Rizzo | srizzo@waketech.edu | N/A | Email / TEAMS |

# Project Objectives

{You should be able to use get the Project Objectives from the SRS document.}

# Project Scope

{You should be able to use get the Project Scope from the SRS document.}

# Project Overview

{You should be able to use get the Project Overview from the SRS document.}

# Project Goals

Goals should be S.M.A.R.T. (Specific Measurable Acceptable Realistic Timebound)

| Goals | *S.M.A.R.T. goal* |
| --- | --- |
| **Project Goal 1** | {Project goal description} |
| **Project Goal 2** | {Project goal description} |
| **Project Goal 3** | {Project goal description} |
| **…** | … |

**Note**: See reference information at end of document

# Project Assumptions

{List any assumptions made that could impact the ability of the project team to achieve the project objectives}

# Project Resources Required

{List any known dependencies that could constrain the ability of the project team to achieve the project objectives}

# Project Constraints

{List any know dependencies that could constrain the ability of the project team to achieve the project objectives.}

# (Tentative) Meeting Dates/Times/Venues

Provide details of the meeting dates, times and locations you have arranged with your team and with Industry Mentor(s). Remember to send a calendar invite!

**Note**: You should expect to meet, *at minimum*, once-per-week for Scrums once Project Execution begins. More frequent (*short*) meetings will help maintain communication and momentum while working on this project, so additional scrum meetings are recommended during Sprints. The more successful teams in previous semesters met 2-3 times a week.

# Meeting Details

| Milestone – Week (Activity) | Date/Time | Date/Time | Date/Time |
| --- | --- | --- | --- |
| Milestone 2 – Week 1 (Project Plan) |  |  |  |
| Milestone 2 – Week 2 (Project Plan) |  |  |  |
| Milestone 3 – Week 1 (Sprint 1) |  |  |  |
| Milestone 3 – Week 2 (Sprint 1) |  |  |  |
| Milestone 3 – Week 2 (Sprint 1) |  |  |  |
| Milestone 4 – Week 1 (Sprint 2) |  |  |  |
| Milestone 4 – Week 2 (Sprint 2) |  |  |  |
| Milestone 4 – Week 3 (Sprint 2) |  |  |  |
| Milestone 5 – Week 1 (Sprint 3) |  |  |  |
| Milestone 5 – Week 2 (Sprint 3) |  |  |  |
| Milestone 5 – Week 3 (Sprint 3) |  |  |  |
| Milestone 6 – Week 1 (User’s Guide) |  |  |  |
| Milestone 6 – Week 2 (Presentation Prep) |  |  |  |
| Milestone 6 – Week 3 (Presentation) |  |  |  |

## NOTES

* You should be able to get the Project Objectives from the SRS document.
* You should be able to get the Project Scope from the SRS document.
* You should be able to get the Project Overview from the SRS document.
* You should be able to come up with at least 3 Project Goals.
  + A project goal is a desired outcome of a project
  + A project goal is a high-level statement providing overall context of what a project will accomplish
  + A project goal, although high-level, should still be a S.M.A.R.T. goal
* The purpose of the Project Plan is to establish team member roles, meeting schedules, etc.
* Prioritize your features keeping your end user’s needs in mind (not yours).
* This is NOT a static document. You may find you need to make changes as development progresses and feedback is received.

## REFERENCES

* What are SMART Goalls and How to Write Them (With Examples!)
  + URL: <https://clickup.com/blog/smart-goals/>
* How to Write SMART Project management Goals
  + URL: <https://project-management.com/smart-goals/#goals>

