# 5. Schedule

This section outlines each of the tasks that are to be completed for the application to be finished. The schedule also outlines the approximate start and end dates of each task, and also the team members that are responsible for each task.

## 5.1 Gantt Chart

## 5.2 Work Breakdown

Deliverable 1: Feasibility Study (Monday 18/08/14)

Deliverable 2: Project Plan and Requirements Document (Monday 08/09/14)

Deliverable 3: Updated Project Plan, Updated Requirements Document, Design, Test Cases, Prototype (Tuesday 07/10/14)

Deliverable 4: Updated Project Plan, Updated Requirements Document, Updated Design, Updated Test Cases, Updated Prototype (Friday 31/10/14)

Deliverable 5: Project Presentation and Software Demonstration, RTM, User Manual and Final Report (Week 13 or 14 Time and Location TBA)

Final Deliverable: Delivery of Product to Sponsor (Week 13 or 14)

# 

# Organisation

## Group Roles and Responsibilities

Project Sponsor

Project Leader

Software Developer

Project Developer

Project Sponsor - Highest level of authority over the project

Project Leader - Brings all components together

Project Developer - Document and design application

Software Developer - Program application

|  |  |
| --- | --- |
| Role: | Responsibilities: |
| Project Sponsor  (Cadence Health: Leanne) | * Ultimate authority over the projects direction |
| Project Leader | * Final review and delivery of deliverables * Quality control |
| Project Developer | * Contribute to deliverables * Participate in team meetings * Gather requirements * Document application * Test application |
| Software Developer | * Model application * Code application * Participate in team meetings * Gather requirements * Test application |

# 6. Tracking

Tracking for this project will be primarily achieved through the use of Github. Github allows project members to share project resources and documents between each other.

## 6.1 Version Control

Github provides an interface to a version control system of our project documents and the systems source code. Github shall be used as the main repository for all project related files.

Version control is very important in any project, and especially so for software projects. As it is important to contain the ability to revert to previous versions of the application should a problem arise.

All project documents will also be stored on Github. This provides an external environment to store and retrieve files, should any localised hard drive malfunctions occur.

## 6.2 Tracking Progress

Github will also provide a way for the team to keep track of project progress and complete the tasks set out on the project timeline.

The project manager will analyse progress via the project gantt chart, then update relevant documents on Github so the rest of the team can acquire work as prompted.

## 6.3 Communication

Communication between team members will be carried out through team meetings, Github, and Facebook.

Team Meetings - Team meetings will take place twice a week to ensure that all team members are both aware and understand the tasks allocated to them, but also that the work produced is up to the standards of the team.

Github - When an individual uploads or updates a file they have been working on, Github asks the user to make a note against their commit. This allows the team to view the progress of other team members.

Facebook - Facebook provides the ability to great groups. This group provides team members with the means to communicate privately on a medium readily available to all team members.

## 6.4 Quality Control

Error Checking - Checking that all code produced complies and contains no errors. The team members responsible for writing the code will carry out the error checking.

Application Testing - The application will be tested in the final weeks of development to ensure that it meets the project requirements and that no functionality has been overlooked.

Documentation - Ensue that all supplied documentation covers all areas of the application developed, as well as the spelling and grammar.

Managing Change - If in the event the project changes during development, all team members as well as the client will be notified promptly. As the project team is using an agile approach to system design, the client will be provided with an incremental prototype of the system and supporting documentation.