



18 DE FEBRERO DE 2024

PLANNING AND PROGRESS REPORT

GROUP C-1.047



ACME Software
Factory

Acme SF, Inc.

Repository link: <https://github.com/Cargarmar18/Acme-SF-D01>

Castillejo Vela, Manuel

Email: mancasvel@alum.us.es

García Martínez, Carlos

Email: cargarmar18@alum.us.es

Rodríguez Millán, María

Email: marrodmil@alum.us.es

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1. Executive summary

The document encompasses a comprehensive planning and progress report for the deliverable of Acme-SF-D01.

Planning Chapter:

- Provides a detailed task listing, including titles, descriptions, assignees, planned and actual times.
- Includes screenshots illustrating key development stages adhering to the prescribed methodology.
- Presents a budget breakdown with estimated costs for tasks, including hourly rates and amortization over three years.

Progress Chapter:

- Records individual progress within the workgroup, indicating performance indicator values and associated rewards or admonishments.
- Describes conflict resolution strategies employed during the project.
- Compares estimated versus actual costs incurred upon project completion, detailing hours, personnel costs, and amortization.

2. Revision table

Revision number	Date	Description
1.0.0	18/02/2024	Elaboration of document

3. Introduction

The planning and project report shows an overview of the effort and work carried out by the group during the creation of a deliverable. This document not only delineates the milestones achieved but also elucidates the challenges encountered.

On one hand, the deliverable encapsulates the instantiation and modification of the starter project in addition to many reports that were developed by the team thus completing the first deliverable of Acme-SF-D01 to the client.

On the other hand, we included and kept track of the issues we encountered during the development of this evolution. Even though, they were null in these ampliation, the errors will be covered along every progress report.

In addition, the document delves into the planning phase of the deliverable, utilizing the designated tool (Trello, accessible at <https://trello.com/b/YSplx5YG/d01>). Furthermore, it includes graphical representations illustrating the evolution of the planning process throughout the deliverable's development.

This progress and planning report is crafted in accordance with the annex specifications. It begins with a cover page detailing the author's report credentials. Following this, a version table is provided, outlining document modifications by number, accompanied by their respective dates, along with brief descriptions of the additions. Subsequently, an executive summary is presented, encapsulating the relevant information outlined in the annex. Finally, this introduction serves as a precursor to the detailed contents as specified earlier.

4. Contents

4.1 Planning chapter

The following table show the information related to each task and its estimated time as well as its respective real time in addition to the assignee and their role with respect to the task assigned.

Task	Description	Assignee	Role	Estimated time	Real time
Task 001	Instantiate the starter	Carlos García	Manager	10 minutes	15 minutes
Task 002	Customize starter	María C. Rodríguez	Main developer	120 minutes	150 minutes
Task 003	Charting report	Manuel Castillejo	Main analyst	90 minutes	130 minutes
Task 004	Internalization of the system	María C. Rodríguez	Main developer	60 minutes	20 minutes
Task 005	Analysis report	Manuel Castillejo	Main analyst	120 minutes	90 minutes
Task 006	Planning and progress report	Carlos García	Analyst and manager	120 minutes	140 minutes
Task 007	Architecture of WIS report	Manuel Castillejo	Main analyst	60 minutes	90 minutes
Task 008	Setup report	María C. Rodríguez	Analyst and main developer	180 minutes	180 minutes
Task 009	Testing of WIS report	Carlos García	Analyst	90 minutes	70 minutes

Task 010	Template creation	María C. Rodríguez	Analyst	40 minutes	60 minutes
Task 011	Student #1: add web	Carlos García	Developer	20 minutes	10 minutes
Task 012	Student #3: add web	María C. Rodríguez	Main developer	30 minutes	15 minutes
Task 013	Student #4: add web	Manuel Castillejo	Developer	20 minutes	15 minutes
Task 014	Student #1: analysis report	Carlos García	Analyst	80 minutes	50 minutes
Task 015	Student #3: analysis report	María C. Rodríguez	Analyst	150 minutes	150 minutes
Task 016	Student #4: analysis report	Manuel Castillejo	Main analyst	60 minutes	40 minutes
Task 017	Student #1: planning and progress report	Carlos García	Analyst	60 minutes	90 minutes
Task 018	Student #3: planning and progress report	María C. Rodríguez	Analyst	120 minutes	190 minutes
Task 019	Student #4: planning and progress report	Manuel Castillejo	Main analyst	90 minutes	120 minutes
Task 004/T1	Informal testing	Manuel Castillejo	Tester	20 minutes	15 minutes
Task 011/T1	Informal testing	Carlos García	Tester	15 minutes	15 minutes
Task 012/T1	Informal testing	María C. Rodríguez	Main tester	15 minutes	15 minutes
Task 013/T1	Informal testing	Manuel Castillejo	Tester	15 minutes	15 minutes

With this data and taking into account that a manager or analyst gets an income of 30 euros/hour and the rest of the roles 20 euros/hour, we can estimate a project budget of over **731 euros**, regarding the first deliverable. Providing that the first version is an approximation of 15% the whole budget would be an overall approximation of 5000 euros (the number is just a rough approximation, the future deliverables will provide a more accurate result and probably will increase the whole value).

Furthermore, to this computation we need to add the monthly amortization computed by each individual member in their respective “Planning and progress report”, thus we use the following formula to the computation of the general monthly amortization:

$$\text{General monthly amortization} = \sum_{i=1}^3 \text{Monthly amortization}_i$$

And given the values of each monthly amortization the result is **41,5 euros** adding to the deliverable budget we obtain the estimated total value:

General approximated budget = General monthly amortization + Approximated budget

This being a total of **772,5 euros**.

Some screenshots of different moments from along the delivery development can be found below.

It is worth mentioning that the kanban method provided and suggested in the subject has been followed, with a column for tasks to be done (To do), a column for the tasks that are being carried out (In progress), and a column for the tasks finished (Done). It also has the small alteration, decided unanimously by the team, of adding a column of tasks under review (Reviewing), with the intention of not overlooking the review of any of the tasks to be carried out, and without ceasing to follow the methodology of the subject. In the same way, if the review of a task found in the "Reviewing" column finds an error, the task is taken to the "Done" column respectively, and the corresponding review task is created, as proposed in the subject guidelines. This summarizes that the addition of the aforementioned column is not intended to alter the methodology but is intended to complement it to avoid possible conflicts.

The tool used to achieve the correct documentation and tracing of the tasks was Trello, which provides several helpful features, as well as a friendly interface. The decision on the use of this tool was also taken unanimously by the team.

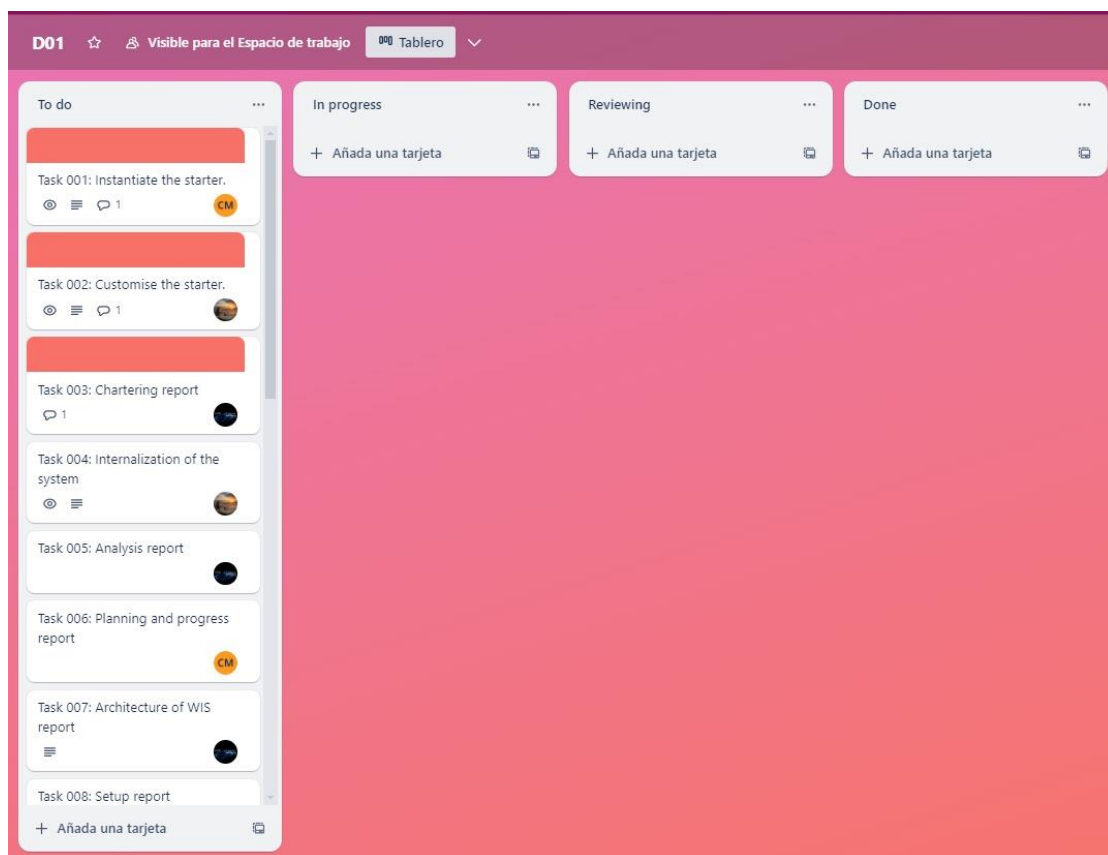


Figure 1 issues at the beginning of the deliverable planning.

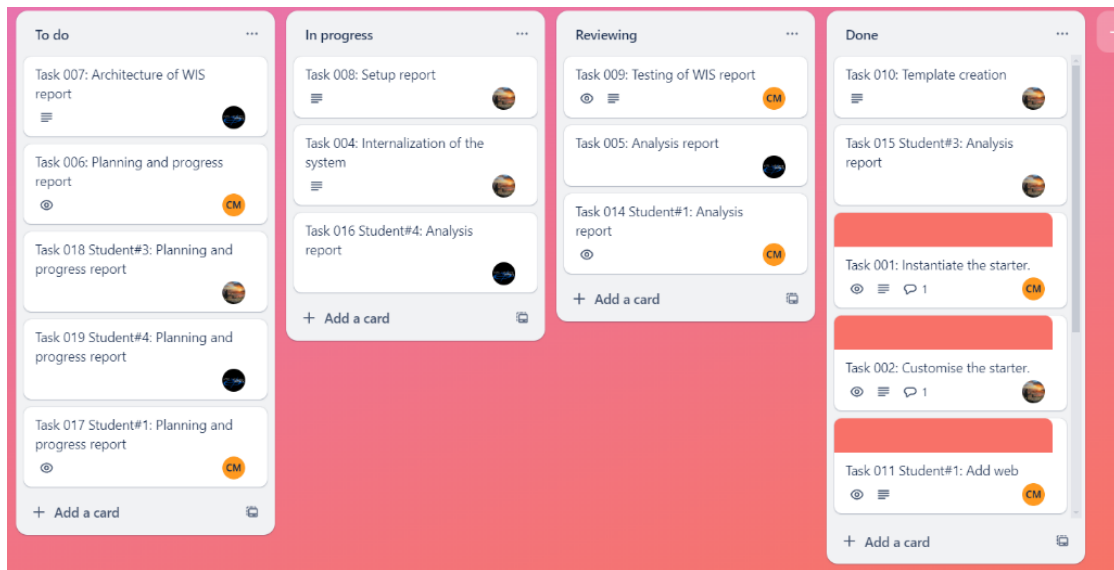


Figure 2 issues during the development of the project.

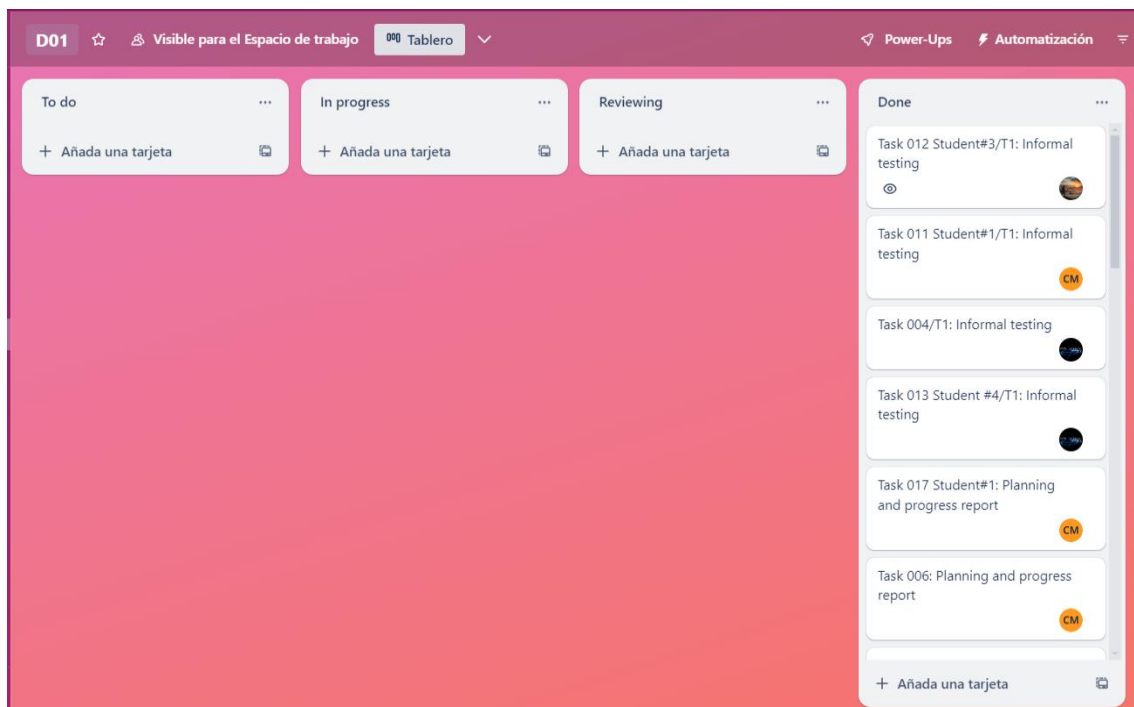


Figure 3 end of the deliverable.

4.2 Progress chapter

With this chapter we intend to analyze and judge the work and efficiency provided by each member of the group to the correct development and fulfilment of the needs of the customer.

Progress record

Surname, name	Group tasks	Individual tasks	Testing tasks	Revision tasks generated	Overall performance
Castillejo Vela,	3/3	3/3	2/2	None	100% (great)

Manuel					
García Martínez,	3/3	3/3	1/1	None	100% (great)
Carlos					
Rodríguez Millán,	3/3	3/3	1/1	None	100% (great)
María C.					

No conflicts raised during the development of the deliverable.

Lastly, regarding the real budget our approximation for this deliverable was not far-off to the real investment. To get the total value we obtain the total time invested as an analyst or manager considering that each hour is equivalent to 30 euros. On the other hand, the other roles obtain an outcome of 20 euros/hour. With this information and the total real time, we can obtain the result of **821,5 euros** including the monthly amortization computed previously. Showing that the approximations weren't unreal, and we know how to determine our goals and manage our time appropriately.

5. Conclusions

In summary, this report encapsulates the comprehensive planning and diligent progress tracking that have underpinned our project's success. From meticulous task listing to budget analysis and conflict resolution strategies, every aspect of our journey is documented here. As we reflect on our achievements, we recognize the collaborative efforts of our team and the support of our stakeholders. Armed with valuable insights gained from this process, we are well-equipped to tackle future challenges and strive for excellence in all our endeavors.

6. Bibliography

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