<Project Name>

UNF SoC Honors in Computing Hours Tracking

CAPA Tech

Software Development Plan

Version <1.0>

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Revision History

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Version** | **Description** | **Author** |
| 14/009/22 | 1.0 | Sections 4.4, 4.4.1, - 4.4.6, 4.5, 4.6 | Chris Clark |
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| 14/009/22 | 1.0 | Sections 2.1,2.2,2.3,2.4,3.1,3.2,3.3 | Sophia Abuzeni |
| 14/009/22 | 1.0 | Sections 1.1, 1.2, 1.3, 1.4, 1.5 | Chance Abenes |

Table of Contents

1. Introduction 3

1.1 Purpose 3

1.2 Scope 3

1.3 Definitions, Acronyms, and Abbreviations 3

1.4 References 3

1.5 Overview 3

2. Project Overview 3

2.1 Project Purpose, Scope, and Objectives 3

2.2 Assumptions and Constraints 3

2.3 Project Deliverables 3

2.4 Evolution of the Software Development Plan 3

3. Project Organization 3

3.1 Organizational Structure 3

3.2 External Interfaces 3

3.3 Roles and Responsibilities 3

4. Management Process 3

4.1 Project Estimates 3

4.2 Project Plan 3

4.2.1 Phase Plan 3

4.2.2 Iteration Objectives 3

4.2.3 Releases 3

4.2.4 Project Schedule 3

4.2.5 Project Resourcing 3

4.2.6 Budget 3

4.3 Iteration Plans 3

4.4 Project Monitoring and Control 3

4.4.1 Requirements Management Plan 3

4.4.2 Schedule Control Plan 3

4.4.3 Budget Control Plan 3

4.4.4 Quality Control Plan 3

4.4.5 Reporting Plan 3

4.4.6 Measurement Plan 3

4.5 Risk Management Plan 3

4.6 Close-out Plan 3

5. Technical Process Plans 3

5.1 Development Case 3

5.2 Methods, Tools, and Techniques 3

5.3 Infrastructure Plan 3

5.4 Product Acceptance Plan 3

6. Supporting Process Plans 3

6.1 Configuration Management Plan 3

6.2 Evaluation Plan 3

6.3 Documentation Plan 3

6.4 Quality Assurance Plan 3

6.5 Problem Resolution Plan 3

6.6 Subcontractor Management Plan 3

6.7 Process Improvement Plan 3

7. Additional Plans 3

8. Annexes 3

9. Index 3

Software Development Plan

# Introduction

## Purpose

The purpose of this Software Development Plan is to provide documentation that defines the software development activities that will be implemented along with the brand-new Honors Leadership Program within the UNF SoC.

## Scope

*The Software Development Plan encompasses the details regarding overall development of a system to*  *manage the Honors Leadership Program. This standalone system will engage with UNF Students of the*  *SoC and allow one to apply for approval of their leadership hours. Specifications and*  *requirements in*  *regard of this endeavor will be outlined within the Product Vision, User Stories, Product* *and Sprint*  *Backlogs. (Check Section 1.3 References for more Details)*

## Definitions, Acronyms, and Abbreviations

UNF: University of North Florida

SoC: School of Computing

Jira: Software development and project tracking software

## References

* Project Vision Version 1.0
* User Stories
* Product Backlog
* Sprint Backlog

## Overview

This document consists of the planned product development lifecycle and outlines how iterations will be completed and when these developments shall occur with relevance to stakeholders.

# Project Overview

## Project Purpose, Scope, and Objectives

UNF SoC Honors in Computing Hours Tracking system will be developed by CAPA Tech. This system will: (1) automate the process of honors students reporting their activities in order to earn leadership hours; (2) Allow faculty to act on activity reports submitted by students. (3) Permit school administration to review student records and generate end-of-semester reports.

## Assumptions and Constraints

* + There is no budget. We are using open-source software.
  + The equipment used will be either our personal laptops or UNF computers.
  + We have weekly meetings to discuss the goals for that week.

## Project Deliverables

[A tabular list of the artifacts to be created during the project, including target delivery dates.]

DELIVERABLE 1 – PART A: SEPTEMBER 15   
DELIVERABLE 1 – PART B: SEPTEMBER 29   
FIRST PRODUCT RELEASE DEMO: SEPTEMBER 26 TO 30   
DELIVERABLE 2 – PART A: OCTOBER 13   
SECOND PRODUCT RELEASE DEMO: OCTOBER 31 TO NOVEMBER 4   
DELIVERABLE 2 – PART B: NOVEMBER 3   
DELIVERABLE 3 – PART A: NOVEMBER 17   
DELIVERABLE 3 – PART B: DECEMBER 8

## Evolution of the Software Development Plan

[A table of proposed versions of the **Software Development Plan**, and the criteria for the unscheduled revision and reissue of this plan.]

|  |  |
| --- | --- |
| First product release demo | September 26 |
| Second product release demo | October 31 |
| Third product release & viable product demo | December 12 |

# Project Organization

## Organizational Structure

Sophia Abuzeni – Code review/ Front-end and Database

Alexander Perez – Code review/ Back-end and Database

Chance Abenes – Code review/ Back-end and Database

Chris Clark – Code review/ Front-end and Database

## External Interfaces

Dr. Sherif Elfayoumy – Client

Jonathan Ohlrich - Mentor

## Roles and Responsibilities

Sophia Abuzeni – Project Manger

Alexander Perez – Team Leader

Chance Abenes – Analyst and Technical Writer

Chris Clark – Software Quality Analyst

# Management Process

## Project Estimates

[Provide the estimated cost and schedule for the project, as well as the basis for those estimates, and the points and circumstances in the project when re-estimation will occur.]

There is no cost for this project. The developers are doing this free of charge, and the software used will be free and open source.

## Project Plan

### Phase Plan

[Include the following:

* Work Breakdown Structure (WBS)
* a timeline or Gantt chart showing the allocation of time to the project phases or iterations
* identify major milestones with their achievement criteria

Define any important release points and demos.]

### Iteration Objectives

[List the objectives to be accomplished for each of the iterations.]

Objectives will be defined at the beginning of each sprint via the Jira system’s identified user stories.

### Releases

[A brief description of each software release and whether it’s demo, beta, and so on.]

Each software release will be considered a demo until all identified project requirements are satisfactorily complete. The first prototype that satisfies all identified project requirements will be considered a beta. Once beta systems are stable, features are all that’s left, and the project will be considered in alpha phase.

### Project Schedule

[Diagrams or tables showing target dates for completion of iterations and phases, release points, demos, and other milestones.]

#### Project Plan

|  |  |  |
| --- | --- | --- |
| **Task** | **Start** | **End** |
| Receive project requirements and develop plan for first deliverable | 9/10/22 | 9/15/22 |
| First sprint to deliver proof of concept | 9/16/22 | 9/30/22 |
| Develop plan for second deliverable | 10/1/22 | 10/3/22 |
| Produce second deliverable | 10/4/22 | 10/13/22 |
| Second sprint to deliver further project requirements | 10/14/22 | 10/31/22 |
| Develop plan for third deliverable | 11/1/22 | 11/3/22 |
| Produce third deliverable | 11/4/22 | 11/17/22 |
| Development of symposium project | 11/18/22 | 11/30/22 |
| Third sprint to complete viable product demo | 12/1/22 | 12/12/22 |

#### Phase Plan

### Project Resourcing

#### Staffing Plan

[Identify the numbers and type of staff required here, including any special skills or experience, scheduled by project phase or iteration.]

Four developers are staffed for this project. Chris and Chance are good at front end development. Alex is good at back-end development. Sophia is good at project management and back-end development.

#### Resource Acquisition Plan

[Describe how you will approach finding and acquiring the staff needed for the project.]

All staff are present at the beginning of the project.

#### Training Plan

[List any special training project team members will require, with target dates for when this training should be completed.]

Training resources exist in the form of a senior advisor assisting staff as needed. Training is on an as-needed basis.

### Budget

[Allocation of costs against the WBS and the Phase Plan.]

This product is being developed for free. There is no budget.

## Iteration Plans

[Each iteration plan will be enclosed in this section by reference.]

Iterations of the product will be developed in month-long sprints and reviewed with the customer at this time.

## Project Monitoring and Control

1. **Requirements Management Plan**

The mentor, project sponsor, and professor will try to keep us (CAPA Tech) in place and keep the scope of the project as small as possible.

### **Schedule Control Plan**

Project status reports will be issued weekly via discord channel and JIRA chat to stay on track. Changes in the schedule will be escalated to our tech lead and our mentor. We will talk to our project sponsor / professor if we need to alter scope.

### **Budget Control Plan**

None.

### **Quality Control Plan**

Each design and implementation subsystem will undergo formal reviews. This ensures that the objects under review meet the requirements.

### **Reporting Plan**

Weekly project status reports will be issued. At the appropriate times, phase and iteration summary reports will also be issued. This will have a channel on discord that will show the submitted work.

### **Measurement Plan**

The project's progress will be tracked using effort, time and discord. The project manager will use planned vs. actual reports to gauge progress.

## **Risk Management Plan**

Sensitive user data from students, there is certain data that we want from the students and do not want to overlap information that already exists via UNF systems that are in place.

## **Close-out Plan**

A last sprint meeting will be held at the end of the project to capture new techniques, tools, or methods. For future reference, project deliverables will be given to the project sponsor via cloud.

# Technical Process Plans

## Development Case

[Enclosed by reference.]

## Methods, Tools, and Techniques

[List the documented project technical standards, etc., by reference:

* Business Modeling Guidelines
* User Interfaces Guidelines
* Use-Case-Modeling Guidelines
* Design Guidelines
* Programming Guidelines
* Test Guidelines
* Manual Style guide]

## Infrastructure Plan

[Enclosed by reference]

## Product Acceptance Plan

[Enclosed by reference]

# Supporting Process Plans

## Configuration Management Plan

[Enclosed by reference]

## Evaluation Plan

[As part of the **Software Development Plan,** this describes the project’s plans for product evaluation, and covers the techniques, criteria, metrics, and procedures used for evaluation— this will include walkthroughs, inspections, and reviews. Note that this is in addition to the Test Plan, which is not enclosed in the **Software Development Plan**.]

## Documentation Plan

[Enclosed by reference.]

## Quality Assurance Plan

[Enclosed by reference.]

## Problem Resolution Plan

[Enclosed by reference.]

## Subcontractor Management Plan

[Enclosed by reference.]

## Process Improvement Plan

[Enclosed by reference.]

# Additional Plans

[Additional plans if required by contract or regulations.]

# Annexes

[Additional material of use to the reader of the **Software Development Plan**.]

# Index