SOFTWARE DEVELOPMENT PROPOSAL

### PREPARED FOR

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Page 404

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EXECUTIVE SUMMARY

[150-600 word summary of the report that provides a high-level overview of the project]

|  |  |
| --- | --- |
| Signed as accepted by client: |  |
| [NAME], [TITLE] | [DATE] |

Contents

|  |  |
| --- | --- |
| 1.Project Definition |  |
| 1.1 Business Need |  |
| 1.2 Customer Profile and Existing System |  |
| 1.3 Critical Constraints |  |
| 1.4 Project Deliverables |  |
| 2. Preliminary Requirements |  |
| 2.1 Functional Requirements |  |
| 2.2 User Interface |  |
| 2.3 Target Environment |  |
| 2.4 Summary of Customer Priorities and Expectations |  |
| 3. Approvals |  |

# 1. Project Definition

The purpose of this project is to develop a web application for the Fitness Center located in the HKP building, with the primary goal of eliminating the traditional pen-and-paper method for logging user activity. This application will provide a seamless, mobile-based solution that allows users to conveniently log in and out of the center using their personal devices. By transitioning to a digital system, the Fitness Center aims to improve efficiency, reduce manual errors, and enhance the overall user experience.

The web application will include functionality for users to securely log their access to the Fitness Center, while administrators will have the ability to view and generate reports for documentation purpose.

The system is designed to be cost-effective and user-friendly, requiring no additional hardware investments such as computer units or specialized equipment. The application will operate entirely through users' mobile devices, removing the need for complex system setups or installations. This approach minimizes operational costs and simplifies the process for both users and administrators.

## 1.1 Business Need

[Define what customer business needs will be met/satisfied/solved, including

the impact and benefit. Characterize the criticality of the solution as:

\_\_\_\_ no major impact on operations

\_\_\_\_ moderate impact

\_\_\_\_ significant impact]

## 1.2 Customer Profile and Existing System

[Provide a brief description of the customer’s business and organization,

including end-users characteristics. What is the existing system process if any

which will be improved with the proposed system. Who is the system being

developed for? Who will use it? How many users are there? Where are they?

Include any known user groups, teams, and mail lists. Who leads the user

team?

What is the frequency of the solution use? Hourly? Daily? Weekly? Monthly?

Yearly?]

## 1.3 Critical Constraints

[Identify any constraints placed on the project by the customer that could have

a major effect on the project, including technical, schedule, resource.

When is this solution needed?

\_\_\_\_ less than three months

\_\_\_\_ 3-9 months

\_\_\_\_ more than nine months

What is the expected life of the project/solution?

\_\_\_\_ one year

\_\_\_\_ 2 – 4 years

\_\_\_\_ more than four years]

## 1.4 Project Deliverables

[Create a preliminary list of all items to be delivered to the customer, including

hardware, software, training, documentation, and post-installation support.]

# 2. Preliminary Requirements

[Summarize the customer’s preliminary requirements.]

## 2.1 Functional Requirements

[Create a list of the functions, features, and capabilities. Include external

interface requirements and capacities; read, update, share/modify, etc., and

data conversion requirements.]

## 2.2 User Interface

[Identify any user interface standards or specific requirements.]

## 2.3 Target Environment

[Describe the target hardware environment, including any resource constraints

and performance requirements (e.g., user capacity, response time, platform,

network, database engine, interoperability).

Are there any availability requirements (e.g., 7x24)?

Are there specific performance requirements?]

## 2.4 Summary of Customer Priorities and Expectations

[Summarize the requirements in order of importance to the customer’s

operation. Describe why these priorities have been established and include a

definition of customer acceptance criteria.]

# 3. Approvals

[Identify key project and customer approvers of the Project Proposal.]

# 8. Milestones and Reporting

### Total estimation of man hours: 226

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Milestone** | **Tasks** | **Reporting** | **Hrs** | **Date** |
| **1 - Analysis** | | | | |
| 1.1 | Analysis and design stage, gather data and create system mockup | None | 20 | 20/01/15 |
| 1.2 | Architecture design | None | 4 | 01/02/15 |
| 1.3 | Design work plan (distribution of tasks to development teams) | Client meeting to review work plan | 10 | 07/02/15 |
| **2 - Development** | | | | |
| 2.1 | Create database | None | 5 | 14/02/15 |
| 2.2 | Import existing client data | None | 5 | 21/02/15 |
| 2.3 | Clean data | None | 5 | 28/02/15 |
| 2.4 | Create GUI | Client meeting to review GUI | 30 | 01/04/15 |
| 2.5 | Integration with PaperlessOffice.net | None | 10 | 14/04/15 |
| 2.6 | Integration with smartphone network | Email report | 10 | 21/04/15 |
| **3 - Testing** | | | | |
| 3.1 | Alpha testing desktop application (Closed) | Email report | 25 | 07/05/15 |
| 3.2 | Alpha testing smartphone application (Closed) | None | 25 | 14/05/15 |
| 3.3 | Open Beta (volunteer employees) | Client meeting | 22 | 21/05/15 |
| 3.4 | Finalise documentation | None | 20 | 28/05/15 |
| **4 - Deployment** | | | | |
| 4.1 | Deployment to desktops | None | 5 | 01/06/15 |
| 4.2 | Deployment to smartphones | None | 10 | 07/06/15 |
| **5 - Training** | | | | |
| 5.1 | Inhouse training | Client meeting | 16 | 14/06/15 |
| 5.2 | AdHoc training | None | 4 | 30/06/15 |