

Sumerian Project
Team Work Plan
CS 491

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Revision History

Revision	Description	Date
1.0	Initial Document	5/1/2014

1 TEAM CHARTER

1.1 TEAM MEMBERS

Project Manager - Seoung Jung

Software Test Lead - Danielle Thurow

Software Developer Lead - Zachary Fox

Quality Assurance - Thomas Fritchman

1.2 TEAM ROLES/RESPONSIBILITIES

	Contact	Writeup	Attend Meetings	Requirements / SRS	Repository	Planning	Process Monitor	Document Consistency Assurance	Meeting Minutes
Seoung Jung	X		X	X					X
Danielle Thurow	X		X	X	X				
Zachary Fox		X	X	X			X		
Thomas Fritchman		X	X	X		X		X	

1.3 CONTACTS

- 493 Group - Danielle
- Dr. Hearne - Danielle
- Dr. Garfinkle - Danielle
- Aran Clausen - Seoung
- Dr. Yudong Liu - Seoung
- Other resources - Seoung

1.4 TEAM RULES

- Treat each other with respect.
- Allow all individuals and ideas to be heard.
- Keep an open mind.
- Follow through with agreed upon areas of responsibility.

2 TASK

2.1 PROJECT ABSTRACT

???

Resources??

3 TIMETABLE/CHECKPOINTS

Weekly Schedule

Mondays at 3:30 - Meet with Aran Clausen.

Tuesdays at 5:15 - Optional extra meeting time.

Wednesdays at 3:00 - Attend class.

Friday at 3:00 - Regular meeting time.

Item	Due
Requirements Development Process	4/23/14
Team Work Plan	4/23/14
Requirements Management Process	4/30/14
Vision and Scope Document	4/30/14
Use Case Definitions	5/7/14
Software Life Cycle Definition	5/7/14
Software Requirements Specification	5/12/14
Requirements Validation Plan	5/12/14
Requirements Tractability Matrix	5/19/14
Software Quality Assurance Plan	5/19/14
Team Presentation	6/11/14

4 PROCESS AND QUALITY ASSURANCE

Thomas will be primarily responsible for product quality assurance. He will review each item produced for process compliance and product quality.

5 CONFIGURATION MANAGEMENT/BUG TRACKING

As the Software Test Lead, Danielle will be primarily responsible for configuration management and tracking bugs in the software.

6 REQUIREMENTS MANAGEMENT AND DEVELOPMENT

As a team, we will write a Software Requirement Specification document as we learn from our client what is required by our product. We will contact Dr. Garfinkle as well as Dr. Hearne and Dr. Liu as questions concerning the requirements arise. Changes to the requirements must always be documented.

7 VERIFICATION AND VALIDATION

Each week evaluate the requirements and specifications — verify that the two are still consistent with each other. If they are not consistent, each group member may propose revisions to the original specifications.