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TEAM 014

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DO IT!

Project Management Plan

Version 1.0.3

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# Introduction and Purpose

This project is about building, designing and coding an app from scratch to encourage and enhance fitness levels of people. It is called ‘DO IT!’. The main purpose of this app is to help people who want to start getting fit or stay fit and healthy by simply using their smartphones. It also motivates anyone who wants to get fit as the app would keep track of one’s movements. With reference to the app’s name, ‘DO IT!’, the app highly prompts and drives users to improve their lifestyle and just DO IT!

This document contains the summary which includes information about the assumptions, clients and deliverables. It covers the scope of the project that involves the approach and timelines of the project. It also discusses the personnel, communications, quality and risk management of the project.

# Summary of Project

## Assumptions

There are a few assumptions that have been made to allow the project to run smoothly which are:

* Users must have a smartphone enabled with GPS and data or wireless network for constant and accurate tracking.
* Users are tech savvy.
* Users who want to start an active lifestyle.
* The app would be available for Android and iOS devices.

## Client/Users

This app is for anyone who wants to get fit and in shape. It is best suited for clients aged 16 to 50 who wants to start a life with fitness. Clients who are older or younger may also use the app if they have the motivation to learn as it is simple and easy to use. The employees who are the programmers are responsible for coding the app and ensuring that the app works.

## Deliverables

A working app named ‘DO IT!’ will be produced at the completion of the project. It allows users to record, track and clear their run. It also allows them to save and view the route that they have ran on a map. They will be able to name their route. Users can know the details of their route such as the average speed, total distance and total time taken. If users no longer want to keep certain routes on their app, they may remove the route(s) by deleting them. This app includes instructions to teach users how to use it properly.

# Scope

## Approach/Methodology

The project will be handled one page at a time. The layouts of the launch page will be designed first followed by the record and view page. Then, the pages will be coded so that it links to one another correctly. Every button will be ensured that it goes to its respective page. The method to detect the location of user, to record and save a run is coded. The view page will be coded to allow user to view their selected route. Advanced tasks will be attempted after basic requirements are tested and fulfilled.

## Timelines

*Detail the milestones of the project as well as when each will be completed by. Also include dependencies of the listed tasks.*

*Describe tools and methods that will be used to manage the project schedule / timing / tasks.*

# Personnel/HR management

*Explain how the team members are being managed; i.e. who is working on what, and what tools are used to facilitate this. Reference items from the timeline section*

# Communications management

Whatsapp would be used for fast, quick and convenient messages to inform fellow members. Facebook messenger would be a backup. Face-to face interaction would be used whenever team members meet up in university or during lab hours. Google Drive would be used to share files and documents within the team. GitHub repository would be updated whenever there is an update to the coding files and reports. Asana would be used to assign tasks to members and ensuring that they meet the deadlines.

# Quality management

*Describe how your team will ensure the quality of different parts of the project.*

*Tips:*

* *Use key times/ milestones to review particular items (making references to the timelines) and how to distribute that work (making references to your personnel management).* 
  + *In particular, describe what methods should be adopted to ensure the quality of each part matches what is required for the project.*
* *Consider constructing a table listing*
  + *Each feature*
  + *Expected quality to meet*
  + *How you intend to test that this quality is met*
* *(it may be worthwhile linking this back to the user stories you constructed previously)*

# Risk management

*List any possible risks associated with the project and how to mitigate (handle) those risks.*

*An example is provided below.*

*{*

*Example:*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *Risk* | *description* | *Severity* | *likelihood* | *plan/response/mitigation* |
| *person X may retire* | *person X has the greatest level of technical skill with system Y and they have discussed wanting to retire in the future. This would put the project at risk* | *High* | *Medium* | *control -> we will ensure that person X has written up detailed handover reports for their knowledge of system Y, ensure that person X provides us with sufficient notice should they decide to retire* |
| *changes to software package Z* | *the owners of Z are in the habit of frequently changing package Z and often do not keep the same names for different functions and features, meaning that some features may not be accessible by their existing name.* | *Low* | *High* | *Avoid -> do not use package Z*  *OR Avoid -> specifically only use version A of package Z and do not update*  *OR accept -> make changes as needed to the system to allow for updates to package Z. owners of Z typically publish reference guides that list what features names have changed to.*  *[any of these might be valid for a low severity risk, although the first option might be best]* |
| *etc.* |  |  |  |  |

*}*

*Notes:*

* *Generally, there are four ways to mitigate a risk.*
* *Some can be avoided, some can be controlled or passed onto another party,*
* *But for some, the only option is to accept the risk*
* *Ideally this should only be done for low severity risks, otherwise it may not be wise to pursue a project in its current form*