Comp2003 Project Plan

<p align="center">Title (Project name)</p>

2)Project description include purpose, goals and objectives

3)Project Scope (specify what is included)

4)Project Objectives achievable outcomes the project aim

5) Stakeholder (Clients name and responsibility)

Stakeholder name	Responsibility
Shaz	
Kaitlin	
Joshua	
Rupert	
Julia	
Joe	

6) Team (team member and role)

Team member name	Role	GitHub name
Esther Skillman	Product owner, developer	Esther-Skillman
Megan White	Designer, developer	PlymMegan
George Arghyrou	Scrum leader, developer	Settings2022
Mohamad Trissi	Team player, developer	MTsaleh23

7)timeline from the first meeting with the client and plan for semester 2 with deadline for key deliverables

8) Research: present findings from existing work that address the problem statement, scope and objectives of the project. Main part of this section is to address existing competition and solutions, and how your project is unique in its approach. You may pull material from your design document for this.

9) Proposed Solution: an overview of your project's solution and methodologies. This should be in line with your overview, scope and objectives, timeline and further elaborated on under the Work Breakdown Structure next.

10) Work Breakdown Structure (WBS): Break down the proposed solution into smaller, manageable tasks and subtasks. Create a hierarchical structure showing the relationship between different tasks. You may pull material from your design document for this.

11)Resources plan (any useful resources for the project such as third art website)

12)Risk management (plan if someone get ill, have to travel or emergency cause to not finish his part and could include other assessment deadline how it will affect development)

Risk Description	Impact if risk occurs	Likelihood of the risk occurring	Impact Level	Priority level	Mitigating the risk
Sick or ill	Not being able to finish the assigned work.	Low (2)	Medium (3)	6	Take care of yourself and when working for long time make sure to take a short break and ask other member for help to reduce the stress and pressure of workload
Other assignments deadlines	Poor quality work or not completed work.	High (5)	Medium (3)	15	Priorities the more important part of the project to be done first during the less busy time to reduce the presser of working on many assignments
Emergency	Not being able to finish the assigned work.	Low (1)	High (5)	5	Document what you have done and comment and describe every part so if this task important anther member of the team will be able to continue
Losing data (code files or document)	Take longer time to finish the work due	Low (1)	High (4)	4	Store a backup of all your code and document on

	to the need of re documenting or re-coding the methods or factions				external hard or cloud. and make sure to have at least two copies of the data.
Internet connection issue	delay sharing the work with the other members which could lead to delay working on other part that related to this task	Low (1)	Low (2)	2	Use the university internet when needed or do task don't need Wi-Fi
Damage or losing of laptop	could lead to lost data of the project or members not able to do work	Low (2)	Medium (2)	4	Let the team know that you can't do your part of the work if you are away or use the university lab if you still around
Broken GitHub repository	losing all project data that on the GitHub	Low (2)	High (4)	8	Make sure to follow the in striations for the GitHub and don't store many repositories in the same folder. in case it broken contact the module leader and let the other team members know.

13)communication plan (explain how the team communicate include meeting and how frequent)

As a team we decided to communicate through WhatsApp for communication about anything related to the project within the team members such as requesting help, suggestion for changes in the plan or code, request for a meeting in person when need to discuss important part of the project and any other thing related to the project. Also, we will be meeting in person at least once each week to give every one of the team a chance to clarify any questions they have and provide the other team members with a sight of what they have done and what planning to do. And if we needed more meeting it will be on request through WhatsApp where the member will provide a brief of why we need to meet and suggest a time and place this meeting could be for getting some help or putting forward an idea of function or

improve some aspect of the plan. communicating with the clients at the start we used emails for the communication, and later in semester one the client suggested moving the communication to discord which is what we use to discuss with the client any matter related to the project.

14)quality Management (how we will handle the project in term of making sure everything is work as plan and testing the project)

We will run many tests to make sure that all the part of the project work correctly as it should to be. during development or implementation of the project the team member who develop the function will test it manually and make sure it works then we will let a different member of the team to test the function form other developer perspective to catch any bug that been missed, and make sure that the function work correctly. Also, we will try to add some auto testing besides manual testing to test the function which will be a great help in error detection and provide an aim for the person to finish all the auto testing stage. After that when we have minimum value product of the project, we will ask for the client feedback about our product and analysis and discuss feedbacks then the team will fix any bugs that been found and consider each suggestion. lastly provide some people with access to test the product and get more feedbacks which again team will fix any bugs that been found and considers each suggestion and then modify the product.

15) Monitoring and Evaluation (how we will make sure everyone does their part of the work, include key performance indicators (KPIs))

16) budget (I believe no need for this) (cost saving using open-source solution that are free)

17)Approval process (how we got the approval for our plan)

18)Change Management (the process of evaluate client change request to the project and how that will be handled)

19)Closure and evaluation (outline the step for closing out the project include a post implementation review and lessons learned)

20) Appendices: Include any additional documentation or reference materials that support the project plan