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| Advanced Software Engineering Group 4 | October 19  2012 | |
| Project Plan | |  |

*"When a project is successful, it is not because there were no problems, but because the problems were overcome"* Paul Rook

Group 4 members and roles:

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# Document purpose

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| * To outline the project management and development approach for the whole project. * To outline the project organisation, roles and responsibilities * To provide an initial plan of timescales for the project. * List key activities to be carried out * To outline the approaches to configuration management, reviews conflict resolution and risk management. * Any constraints assumptions and risks that may impact the scope, timeliness or quality of the project. |  |

# Organisation plan

## Project approach

The approach to the project is a mixture between Software Engineering development methods and Agile methodology. It is a feature driven development process with a small, feedback driven team.

Chosen UML diagrams may be produced in the course of the project. (which ones?)

Product Backlog will store all requirements found and these will be reviewed on a weekly basis. Backlog represents a collection of product functionality requirements listed in an order of priority. Product Breakdown Structure (PBS) may be produced in order to compliment the listed items in the log and visually represents products required to build the application.

Gantt Chart produced using Microsoft Project will be used to track teams progress and help to allocate the resources.

Project manager will take a role of the Scrum Master.

Product owner will be represented by the customer who provides new functionality requirements. (Andy H.)

A group of end users (how many? )will be selected and invited to participate in a weekly product review sessions.

Each team member was assigned to a role, however the project team will work together, share tasks and their expertise as subject matter experts.

The team will interact with the product owner on a weekly basic providing task completed to date. The team will interact with end users on a weekly basic

The project plan developed at the project roll out will be edited accordingly to changes found during the weekly sessions. Reviews organised with potential product end users in order to verify requirements and capture user needs in order to bring value to the customer.

The project team will meet on a regular basic, (twice a week. ?? or more??)

Project will be developed using agile methods. The team members will adhere to the following agile values.

1. Individuals and interactions over processes and tools

Regular team meetings, backlog reviews and updates.

End user involvement

1. Working software over comprehensive documentation

Early prototypes and working code will be pushed out so the end users can review , provide feedback and get the business value early.

Early testing. Test cases will be created at the start of the project, these aim to cover requirements found in the Backlog. Test cases will be reviewed and updated on a regular basis.

End users will be able to experiment the prototype before the feature is build.

1. Customer collaboration over contract negotiation

Customer negotiation

Effective and regular communication with all stakeholders

1. Respond to the change over time

Project team will use terminology and approaches from Scrum development method.

Project plan developed at the roll out will be updated on a regular basic. Project plan consist of weekly sprints, each aiming to provide additional values to the customer.

The backlog will be used to capture requirements and review these on the regular

team meetings.

Approach to:

quality control

configuration management

build automatisation.

## Project outline

Main Aim:

*Develop a robust and user friendly Android Mobile Application with specified features.*

Measures of effectiveness:

Client surveys

End user and Product owner reviews

Tests will be run and reports produced

Prototype testing will take place and results will be produced

Implemented system will be tested and test results will be produced

Measures of effectiveness:

The final deliverables and reflection upon the project.

In order to assess the business value of the product end to end process will be reviewed.

These objectives are as per 19 October 2012. These could be changed, depending on the course and progress of this project.

## Project schedule

Snapshot of the Ms Project plan

Sprints etc..

## Stakeholders and communication

Stakeholders and methods of communication with the stakeholders

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| --- | --- | --- | --- |
| Stakeholder | Stakeholder Type | Communication path | Frequency |
| Project team  members | Internal | Team meetings,  team forum,  e-mails, phone, GitHub | 2-3 per week  Ad hoc , whenever required |
| Product owner | External | Meetings & reviews,  e-mails,  Survey | Weekly  Ad hoc , whenever required |
| End users | External | Product reviews  E-mails,  Survey | Weekly  Ad hoc, whenever required |

# Conflict resolution plan.

## Potential risk& issues. Risk analysis

# Peer assessment plan.

The purpose of the assessment plan is to enable the team to distribute marks for group work appropriately as well as to recognize individual contributions and effort.

The team consist of five members, maximum of 24 points are allowed to be allocated for each member. This number reflects the individual contribution made by each member. The total maximum number of points to be collected for the whole team effort is 120. This mark reflects the overall performance of the group.

The allocation of these points will be distributed according to the following rules:

**Regular attendance at group meetings**

Minutes of each team meeting will be published to the team forum. The meeting attendance will be registered as a part of that. Team meetings are planned in advance. Team members are advised to send their apologies if they cannot attend the meeting.

**Contribution of ideas for the task**

Each team member will be allocated to various tasks to be completed on a weekly basic. Each team member will update his/her finding on a weekly reviews, as the Gantt chart indicates. Team will discuss the status and outcomes achieved on the weekly reviews.

**Researching, analysing and preparing material for the task**

Each team member will communicate any research and analysis findings that may impact the final deliverables. These can be shared with the team during the meetings, posted to the forum. Also, any useful materials found can be added to the Useful info folder located on the team’s GitHub repository.

**Contribution to co-operative group processes**

The approach chosen for the development process is using agile methods, the team effort and each member contribution is the main success factor for the project. Team will meet every Thursday for a two hours long “working session”, code development and testing will be done in pairs.

**Supporting and encouraging group members**

As the team effort will be assessed the team support and encouragement play important role.

**Practical contribution to end product**

Each individual should be involved in creation of the practical end products. These will be uploaded to GitHub, for example: application code, test cases, user experience testing, project management documentation.

These rules represent the means to agree and record the effort that individuals have put in.

Each category will be graded on a five point scale from 0 = 'none' to 4 = 'excellent'.

All group members must sign the assessment profile document to indicate their agreement that it is fair.

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| **Print Name** | **Regular attendance at group meetings** | **Contribution of ideas for the task** | **Researching, analysing and preparing material for the task** | **Contribution to co-operative group processes** | **Supporting and encouraging group members** | **Practical contribution to end product** | **Individual marks to be allocated (X out of 20)** | **Signature** |
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|  | **Grand Total** | | | | | |  |  |

Grade each category on a five point scale from **0 = 'none' to 4 = 'excellent'**.

# Appendices

1. Initial Project Plan
2. Conflict Solution Form
3. Product Backlog sample