Indian Institute of Information Technology, Vadodara

SOFTWARE MANAGEMENT TOOL

PROJECT MANAGEMENT PLAN

Version *<1.0>*

<02/16/2016>

VERSION HISTORY

[This is to track the changes in project plan and depicts how and why there were changes made in the project plan, version 1.0 is an initial Project plan and may encounter some variations]

Version #	Implemented By	Submission Date
1.0	*<Gaurav Tolani>*	*<02/16/16>*

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1 INTRODUCTION

1.1 PURPOSE OF PROJECT MANAGEMENT PLAN

The plan includes information related to scope, work breakdown, time lines, deadlines, goals, milestones, schedule, deployment plan and risk management plan. It also provides individual and group objectives and instruction on how each aspect of the plan is to be a carried out. A project plan provides direction on project implementation and serves as a tracker of what was decided and what is being done.

2 SCOPE MANAGEMENT

The scope of the project can be any team working on any project following software engineering principles. This software will help any team that faces difficulty in the processes involved in typical software engineering approaches.

2.1 DEPLOYMENT PLAN

Any project team making a software following software engineering approaches can deploy the project and as it will be made using open source tools ans frameworks, it will be accessible at cross platforms too.

Moreover the juniors of IIITV can use the tool when they will be learning software engineering as an academic course.

2.2 CHANGE CONTROL MANAGEMENT

It is pre decided that the projects will be swapped and therefore it becomes necessary to make the project in such a way that at any moment of time it is ready to be handed over to another team having some knowledge of tools and technologies used by us. Also it should be robust enough to run on different machines and should be editable so that it could be carried on at any point by other team too.

3 SCHEDULE/TIME MANAGEMENT

There will be enough slack time(30%, As of now) given to each milestone so that any change in the schedule(delay) could be managed thereafter.

3.1 PROJECT SCHEDULE

Milestone	Completion Date
Team Forming, Norming	February 5, 2016
Functionalities Finalizing	February 18, 2016
Test Cases	March 4, 2016
Designing(Detailed UI Design)	March 13, 2016
Front End UI Development	March 27, 2016

Milestone	Completion Date
Back End Development	April 10, 2016
Testing	April 12, 2016
Error Detection and Removal	April 16, 2016
Project Completion	April 20, 2016

4 QUALITY MANAGEMENT

[Example: For an information system, controlling the consistency of screen layouts would include reviewing all screens to make sure they match the standards. Quality measures may be no bugs or defects for certain critical requirements, consistent screen layouts, or correctly calculating variables. Quality may be ensured through inspections, audits, formal testing and documentation of defects in a defect tracking system to ensure defects are fixed, retested and closed. Some projects may choose to use a traceability matrix to determine if critical requirements have been met.]

5 RISK MANAGEMENT

Risk is the potential of losing something of value. Values such as physical health, social status, emotional well-being or financial health can be gained or lost when taking risk resulting from a given action.

Risk management is concerned with identifying risk and drawing up plans to minimize their effects on a project.

A risk is a probability that some adverse circumstance will occur. A risk is an uncertainty and which should be minimized. Project risk affect schedule or resource. Product risk affect the quality or performance of the software being developed. Business risk affect the organization developing or procuring the software.

5.1 RISK LOG

Risk	Risk Id
Project swapping mid-way through the semester	RI-01
Requirement change in between the software development phase	RI-02
Size underestimation of the project	RI-03
Software components contain defects	RI-04
Key members ill at crucial time	RI-05
Database cannot handle as many transactions as expected	RI-06

Time underestimation of the project	RI-07
Required training for members is not available	RI-08
Defect repair rate/time is underestimated	RI-09
Communication gap between the team members	RI-10
Violent conflicts between the team members	RI-11

5.2 Risk Analysis

Risk ID	Probability	Effect
RI-01	Moderate	Tolerable
RI-02	Moderate	Serious
RI-03	Low	Catastrophic
RI-04	High	Serious
RI-05	Moderate	Serious
RI-06	Low	Serious
RI-07	High	Catastrophic
RI-08	Low	Tolerable
RI-09	Moderate	Serious
RI-10	Moderate	Catastrophic
RI-11	Low	Catastrophic

5.3 Risk Planning

Risk ID	Strategy
RI-01	Prepare team mentally for the change.
RI-02	Derive traceability information to assess requirements change impact, maximize information hiding in the design.
RI-03	Reorganize work and dedicate more time to project.
RI-04	Replace potentially defective components with free online available component of known reliability.
RI-05	Reorganize team so that there is more overlap of work and people therefore understand each other’s job.

RI-06	Investigate the possibility of alternative solution like cloud storage.
RI-07	Reorganize and reschedule the project giving more time to meet the deadlines.
RI-08	Seek help from internet, peers and other team members
RI-09	Replace defective component from free available components from web.
RI-10	Holding review meetings, team meetings so that communication gap is minimum.
RI-11	Resolving conflict through mutual agreement, if still persists reporting it to TA/ Course Instructor.

5.4 Risk Monitoring

Risk ID	**Identification**
RI-01	Lack of dedication, poor work products will possibly lead to project swapping.
RI-02	Many requirement change request from team members.
RI-03	Failure to meet agreed schedule.
RI-04	Test cases show undesirable, wrong output.
RI-05	Weather change, spread of virus, epidemic etc.
RI-06	Abnormal behavior of system.
RI-07	Failure to meet agreed schedule.
RI-08	Team members taking abnormally long time to finish a task allotted.
RI-09	Failure to meet agreed schedule.
RI-10	Poor team morale, poor relationship among team members.
RI-11	Poor team morale, sub grouping.