*Open Source Intelligence Application*

**Project Management Plan**



**Department of Information Technology and Management**

*November 2024*

The Project Plan is the backbone of your project documentation. It defines what needs to be done, who will do it, and when it needs to be completed.

A comprehensive project plan for implementing a vulnerability management program should include the following key components:

**Project Plan Overview**

1. Scope Definition
   * Define assets and services to be assessed
   * Determine operational environment and areas of concern
   * Set clear objectives for the vulnerability management program
2. Asset Inventory
   * Create a detailed inventory of all hardware, software, applications, and network devices
   * Document asset locations and criticality
3. Vulnerability Scanning and Assessment
   * Implement regular vulnerability scanning schedule
   * Analyze scan results and prioritize vulnerabilities based on risk
4. Risk Management
   * Develop a risk treatment plan for identified vulnerabilities
   * Define risk acceptance criteria
5. Remediation Process
   * Create patching and mitigation strategies
   * Establish change management procedures
6. Monitoring and Reporting
   * Implement continuous monitoring of vulnerabilities
   * Develop reporting mechanisms for stakeholders
7. Program Evaluation and Improvement
   * Establish metrics to measure program effectiveness
   * Regularly review and update the vulnerability management process

Documentation Requirements

1. Vulnerability Management Policy
   * Overall strategy and objectives
   * Roles and responsibilities
2. Asset Inventory Document
   * Comprehensive list of all IT assets
3. Vulnerability Assessment Reports
   * Regular scan results and risk prioritization
4. Remediation Plans
   * Detailed steps for addressing identified vulnerabilities
5. Change Management Documentation
   * Procedures for implementing patches and fixes
6. Performance Metrics and KPIs
   * Measurements of program effectiveness
7. Training Materials
   * Resources for staff involved in vulnerability management
8. Incident Response Plan
   * Procedures for handling newly discovered critical vulnerabiliti

I'll adjust the project plan for a three-member team. Let's assume the roles are:

1. Project Manager- Kanika Capoor
2. Data Analyst- Henil Gandhi
3. Web Application Developer -Puya Pakshad

| **Date** | **Tasks** | **Responsibilities** |
| --- | --- | --- |
| **November 11 12, 2024** | - Team kick-off meeting - Discuss project objectives and scope - Finalize decision on software vulnerability data focus - Select data sources: NVD, CVE, and OSV | All team members |
| **November 13, 2024** | - Evaluate technical requirements - Choose Python for data processing and analysis | All team members |
| **November 14-18, 2024** | - Create project timeline and milestones - Start designing data architecture | Henil Gandhi |
| **November 18-25, 2024** | - Initiated data Filtering procedures - Create initial analysis queries list | Kanika & Henil |
| **November 26, 2024** | - Set up GitHub repository | Henil Gandhi |
| **November 27, 2024** | - Finalizing data Filtering procedures | Kanika & Henil |
| **November 28, 2024** | - Develop and testing queries - Perform data analysis | Kanika & Puya |
| **November 29, 2024** | - Finalize dashboards - Refine data analysis procedures - Optimize database queries  - Verify data accuracy and completeness - Test analysis queries and dashboards | All team members |
| **November 30, 2024** | - Address testing issues - Final refinements to analysis and visualizations | All team members |
| **December 01, 2024** | - Create technical documentation - Develop user guide for dashboards | Puya |
| **December 02, 2024** | - Finalize all documentation - Prepare final presentation slides | Henil & Kanika |
| **December 03, 2024** | - Project presentation to stakeholders - Deliverables handover - Project closure and team debrief | All team members |

**Daily Activities:**

* Stand-up meetings to discuss progress and address issues
* Update project management tools

**Weekly Activities:**

* Submit progress reports
* Track project's earned value
* Manage and update risk assessment.

This plan distributes the workload among the three team members, ensuring that each person's skills are utilized effectively throughout the project timeline.