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# Version

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| --- | --- | --- | --- |
| **Date** | **Issue** | **Description** | **Author** |
| 17/08/2020 | 1.0 | Initial release | Diego C. |
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|  |  |  |  |

# Project Dates

## Project Commencement Date

23rd July 2014

## Project End Date

1st December 2014

# Project Justification

Hairdressing lecturers at North Metropolitan TAFE Balga are currently using mannequins to teach students. A more efficient way of handling this would be by using a mobile app that would allow users to upload pictures and visualise in real time how they would look like with a different hair style or hair colour.

This feature differs from filters used in social media apps such as Snapchat in the sense that it is more accurate and takes various face shapes and skin tones into account by using Machine Learning tools to improve the results.

This project would greatly aid clients in their classroom activities.

# Project Scope

* The design, development, tests and deployment processes of the Android app (with a cross-platform codebase) will be completed within their respective timeframes outlined in the next section
* The app is expected to work on Android Pie (9) and later.
* Performance will be taken into account to make the app as responsive as possible, considering the computational intensive tasks to be executed by the back-end.
* Implementation of a game and/or activities into the Homegrown Festival App with mechanics suited to the nature and audience of the project.
* Implementation of a game and/or activities into the School Holidays Events Program with mechanics suited to the nature and audience of the project.

# Project Deliverables

|  |  |
| --- | --- |
| *Scope Document* | The document outlining the scope of the project including the initial plan and management of issues, changes and communication. |
| *Requirements Document* | The document outlining the requirements of the project including risks and functional requirements. |
| *Coding Standards Document* | The document outlining the coding standards to be adhered to during the development phase of the project(s). |
| *Design Wireframes / Concepts* | Visual concepts demonstrating ideas of layouts and visual elements of the project(s). |
| *Game Prototypes* | Small self-contained games demonstrating various different mechanics. |
| *Final Applications* | The final tested, evaluated and deployed applications. |

# Project Completion Criteria

## Project Success

The applications must meet all written specifications, be thoroughly tested, and be completed within the allocated timeframe.

The project will be considered successful upon the completion and deployment of the Homegrown Festival application as the primary application. While the School Holiday Events program is considered secondary, resources will be divided between both and all efforts will be made to complete and deploy both.

# Project Objectives

Create an application for the City of Gosnells within the allocated timeframe based on the Homegrown Festival.

The application will be accessible by all who wish to attend the festival and obtain further information on the events.

Create an application for the City of Gosnells within the allocated timeframe based on the School Holiday Events Program.

The application will be accessible by children and families who are the primary audience for the application.

## Constraints

Due to the nature of the project, team resource availability may be inconsistent outside of the hours spent at Central Institute of Technology.  
Communication with City of Gosnells staff will be subject to their availability and thus may be inconsistent.  
The primary development platform will be Android with other platforms to be considered out of scope for the first phase of the projects.  
The project(s) will be completed no later than 1st of December 2014.

Assumptions  
Project team members will adhere to the standards set forth in this and accompanying documents.  
Testing data will be made available prior to the testing and evaluation phase of the project(s).  
Access to the event information database will be provided by City of Gosnells.  
Access to data pertaining to elements required for game mechanics such as competition material and reward information will be provided by City of Gosnells if required.  
Information retrieved from database will be correct.  
Technical information required for the project(s) will be provided by City of Gosnells on a case by case basis should the need arise.  
Tools for the development of the applications will be provided by Central Institute of Technology.  
Devices for testing purposes will be provided by Central Institute of Technology and the project team.

# Milestones

* *Analysis/Design phase of the project will be completed on or prior to 13th August 2014*
* *Development/Build Phase of the project will be completed on or prior to 1st October 2014*
* *Testing Phase of the project will be completed on or prior to 1st November 2014*
* *Deployment Phase of the project will be completed on or prior to 20th November 2014*

Due to the nature of the project, the above stated dates are only an initial estimate. Any changes to these milestones will be forwarded to the Lecturer and Client at least 7 days in advance and updated accordingly on the Project Schedule upon approval.

# Project Approach

* Analysis of the project(s)
* Design of the project(s) by way of prototyping and wireframes.
* Using existing database infrastructure to retrieve information for the applications.
* Development of the applications including a game.
* Deployment of the final applications.

# Primary Plans

The primary plan will be maintained through the Project Schedule which will be updated and changed as required by the Project Manager. Dates in the schedule are subject to change depending on the needs of the project and such changes will be logged and categorized in the Change Request Log as required.  
Scheduled Meetings

Team meeting to be held on Wednesdays prior to starting work on the project to establish objectives for the coming week.

Team meeting to be held on Thursday afternoons to establish what was achieved that week.

Client meetings to be arranged at regular intervals (3-4 weeks) subject to availability of the client.

# Issue Management

Issues will be monitored through the use of an Issues Log describing the issue, status, creator and resolution.

Issues logged throughout the project will be communicated with the Lecturer during the weekly status report.

# Change Management

Changes to the project after the preliminary sign off will be logged in a Change Request Log in which the changes will be noted and categorized.

Changes logged throughout the project will be communicated with the Lecturer during the weekly status report.

Changes to the Project Scope will be logged and upon approval by all stakeholders, implementation of the changes will take place.

# Communication Management

Team communication will be face to face during TAFE hours. Outside of TAFE hours, team communication relating to the project will be through Facebook, Email or SMS.

Questions for the client will be forwarded to the Project Manager to be reviewed by the Project Manager and Lecturer prior to being forwarded to the Client.  
  
The Project Team will have daily status meetings to review completed tasks, determine current objectives and bring to light any minor issues to be resolved.  
Project documents to be maintained on the shared Google Drive folder with specific documentation for each project to be placed in the appropriate folder.  
  
Project code will maintained using GitHub with code for each specific project stored in its own repository.

# Stakeholders

## Client – City of Gosnells

Paul Farina  
Community Events Officer

Adrian Jarvis  
Coordinator Leisure Planning

Danny Perry

## Project Sponsor – Central Institute of Technology

Nichola Kerr  
Lecturer

## Project Team – Central Institute of Technology

Stuart Watt  
Project Manager

# Sign Off