**Organization of the Project**

Below is a breakdown of the people involved:

* Project Manager, Test Manager
  + - Changming Wu
* Database Specialist, Tester
  + - Hardik Kansara
* Web Developer, Tester
  + - Kwino Pineda
* C# Developer, Tester
  + - Patrick Cura

Also, here are the main tasks that need to be done:

1. Create the Project Specification and Requirements
2. Create the Test Plan
3. Test the Applications
4. Create the Client Application
5. Create the Project Website Application
6. Create the Database Evaluator
7. Create the Database Evaluation Guidelines and the related Query Scripts

From the details given above, here is a RACI chart that shows which people will be assigned to which tasks:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Tasks | Changming Wu | Hardik Kansara | Kwino Pineda | Patrick Cura |
| 1. Create the Project Specification and Requirements | I | R A | I | I |
| 1. Create the Test Plan | R A | C I | C I | C I |
| 1. Test the Applications | A C | R | R | R |
| 1. Create the Client Application | I | C | I | R A |
| 1. Create the Project Website Application | I | C I | R A | C I |
| 1. Create the Database Evaluator | I | C | I | R A |
| 1. Create the Database Evaluation Guidelines and the related Query Scripts | I | R A | I | C I |

For Task 1, the PM is accountable for the task and will be the one to sign-off on what will be decided upon. The IT will be the one to determine the demographics and will be helped by Marketing and Code Corp.

For Task 2, Marketing will be accountable and will be in charge of finding customer-testers. They can get IT’s opinion in this and the PM needs to be informed of any progress.

For Task 3, the IT team will be in charge of making the tests with the help of Code Corp. IT is liable for its completion and should inform the PM when finished.

For Task 4, IT will be mainly in charge of making sure the facilities are ready for on-site testing. However, full participation from Purchasing, Code Corp. and DevAn is required. The PM should be provided updates on the work done.

For Task 5, Marketing will be responsible in making the surveys and will be held accountable for it. They can consult IT for any input and just like the other tasks, the PM should always be updated of any progress.

For Task 6, the PM will sign-off the report on the analysis of the tests which he would report to the stake holders. Both the PM and Code Corp. will make use of their expertise to make sense of the results and propose corresponding Action Items from them. They can request IT’s help if needed.

### References

Schwalbe, K. (2014). *Information Technology Project Management (7th ed)*. Boston, MA: Cengage Learning.