# II. PROJECT MANAGEMENT PLAN

# 1. PROJECT OVERVIEW

## 1.1. Project description

|  |  |  |  |
| --- | --- | --- | --- |
| **Project Code** | 3S | **Contract Type** | None |
| **Customer** | None | 2nd Customer | None |
| **Project Level** | Group | Project Rank | None |
| **Application Type** | Website, Application | Project Manager | Le Van Quy Hoang |
| **Project Category** | Development | Business Domain | Delivery Service |

This project will support for managing delivery service. Store which want to use delivery service will go to website developed by us and use our service such as creating order, tracking order,… We also develop a website for admin to manage shipper, store, issue and a mobile application for shipper to support them do their work. Beside, a server is developed to connect website and shipper’s application, save information. So the system will provide stores with having most convenient service, fastest service and safest service

## 1.2. Scope and purpose

The scope of project will contain all processes, from planning, requirement specification, analysis and design, development, to testing.

We develop this project for supporting and managing delivery service. This project will contain:

* A system server: The server will receive request from website and application, process the request and return response. Besides, it can save information about exchange history, shipper’s information, store’s information and send message to admin when any issue occurs
* 2 website:
  + A website for Admin to manage store, shipper and issue in system
  + A website for store so they can use system’s functions such as tracking, creating order, finding shipper, view history of exchange, rate and feedback shipper,..
* An application: The mobile application on Android, iOS for shipper to help them work more efficient with functions: find best way, see location, pick order, confirm received code with store,….

Beside, the system have to adapt conditions of non-functional requirement:

* Time delay from send request to receive response must be optimized
* GUI have to be clear, good looking and simple to use

## 1.3. Standard Objectives

* This project started from 7/9/2015 and must be finished no later than 6/12/2015
* The final Application covers 100% of requirements
* The 6 team members must give best effort and work based on schedule that team defined

## 1.4. Milestones and Deliverables

### 1.4.1. Milestones

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Task** | **Start date** | **End date** |
| 1 | Approve Project's idea | 9/9/2015 | 9/9/2015 |
| 2 | Complete introduction document | 9/13/2015 | 9/13/2015 |
| 3 | Submit report 1: introduction document | 9/13/2015 | 9/13/2015 |
| 4 | Complete PMP document ver1.0 | 9/20/2015 | 9/20/2015 |
| 5 | Submit report 2: Project Manage Plan Document | 9/20/2015 | 9/20/2015 |
| 6 | Complete SRS document | 10/4/2015 | 10/4/2015 |
| 7 | Submit report 3: SRS document | 10/4/2015 | 10/4/2015 |
| 8 | Complete SAD ver1.0 | 10/11/2015 | 10/11/2015 |
| 9 | Complete source code ver1.0 | 11/8/2015 | 11/8/2015 |
| 10 | Complete Test Plan Document ver1.0 | 11/8/2015 | 11/8/2015 |
| 11 | Submit Report 4: Software Architecture Document | 11/8/2015 | 11/8/2015 |
| 12 | Complete PMP document ver2.0 | 11/9/2015 | 11/9/2015 |
| 13 | Complete SAD ver2.0 | 11/16/2015 | 11/16/2015 |
| 14 | Complete source code ver2.0 | 11/22/2015 | 11/22/2015 |
| 15 | Complete Test Plan Document ver2.0 | 11/16/2015 | 11/16/2015 |
| 16 | Submit Report 5: Source Code & Test Document to Supervisor | 11/22/2015 | 11/22/2015 |
| 17 | Complete PMP document ver3.0 | 11/23/2015 | 11/23/2015 |
| 18 | Complete Final SAD Document | 11/23/2015 | 11/23/2015 |
| 19 | Complete Final Source Code | 11/29/2015 | 11/29/2015 |
| 20 | Complete Test Plan Document ver3.0 | 11/24/2015 | 11/24/2015 |
| 21 | Submit Report 6: source code final to supervisor | 11/29/2015 | 11/29/2015 |
| 22 | Complete Final PMP document | 12/1/2015 | 12/1/2015 |
| 23 | Complete User Manual | 12/2/2015 | 12/2/2015 |
| 24 | Complete final report of testing | 12/4/2015 | 12/4/2015 |
| 25 | Complete Final Report | 12/5/2015 | 12/5/2015 |
| 26 | Get supervisor's approve on final report | 12/5/2015 | 12/5/2015 |
| 27 | Submit final report to FPT University | 12/6/2015 | 12/6/2015 |

### 1.4.2. Deliverables

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No** | **Deliverables** | **Format** | | **Delivery date** | **Verified by** | **Deliver Medium** |
| 1 | Introduction Document | .pdf | | 09/13/2015 | Supervisor | Email |
| 2 | Meeting minute\_09092015 | .pdf | | 09/13/2015 | Supervisor | Email |
| 3 | Progress Report\_09132015 | .pdf | | 09/13/2015 | Supervisor | Email |
| 4 | Communication matrix ver1.0 | .xls | | 09/20/2015 | Supervisor | Email |
| 5 | Risk register ver1.0 | .xls | | 09/20/2015 | Supervisor | Email |
| 6 | Work schedule | .mpp | | 09/20/2015 | Supervisor | Email |
| 7 | Project Management plan document ver1.0 | .pdf | | 09/20/2015 | Supervisor | Email |
| 8 | Meeting minute\_09162015 | .pdf | | 09/20/2015 | Supervisor | Email |
| 9 | Progress Report\_09202015 | .pdf | | 09/20/2015 | Supervisor | Email |
| 10 | Software Requirement Specification Document | .pdf | | 10/04/2015 | Supervisor | Email |
| 11 | Meeting minute\_09232015 | .pdf | | 10/04/2015 | Supervisor | Email |
| 12 | Progress Report\_10042015 | .pdf | | 10/04/2015 | Supervisor | Email |
| 13 | Software Architecture Document ver1.0 | .pdf | | 11/08/2015 | Supervisor | Email |
| 14 | Meeting minute\_09302015 | .pdf | | 11/08/2015 | Supervisor | Email |
| 15 | Progress Report\_11082015 | .pdf | | 11/08/2015 | Supervisor | Email |
| 16 | Test Plan Document ver2.0 | .pdf | | 11/22/2015 | Supervisor | Email |
| 17 | Source code | .zip | | 11/22/2015 | Supervisor | Email |
| 18 | Meeting minute\_11282015 | .pdf | | 11/22/2015 | Supervisor | Email |
| 19 | Progress Report\_11222015 | .pdf | | 11/22/2015 | Supervisor | Email |
| 20 | Source code final | .zip | | 11/29/2015 | Supervisor | Email |
| 21 | Meeting minute\_11252015 | .pdf | | 11/29/2015 | Supervisor | Email |
| 22 | Progress Report\_11292015 | .pdf | | 11/29/2015 | Supervisor | Email |
| 23 | Final report document | .pdf | Hard copy | 12/06/2015 | FPT University | Direct |

# 2. PROJECT ORGANIZATION

## 2.1 Software Process Model



*Figure 3: Incremental and Iterative Model*

In this project, we apply Incremental and Iterative model as development process model because this model has these useful advantages:

* Some main functions can be developed early & quickly
* More flexible - Easy & less costly to change requirements.
* Testing and debugging during smaller iteration is easy
* Iterations may be run simultaneously. A design team starts the next iteration while the current one is under test
* The project team learns from first iterations and may use best practices and experiences in next iterations
* Easier to manage risk because risky pieces are identified and handled during its iteration.

## 2.2 Project Lifecycle

This project is divided into these phases: Initiation, Increment 1, Increment 2,…,Increment N(as we need), Closing. Each Increment will goes through planning, requirement specification, analysis and design, development, testing and evaluation. We will iterate Increment phase until we meet requirement. In each Incremental we bases on result of the previous Increment to plan and specify requirement and develop additional function for the system. Project manager monitors and controls the progress of project team through out the project.

## 2.3 Roles and Responsibilities

*Figure 4: Organization structure*

|  |  |  |
| --- | --- | --- |
| Role | Full name | Responsibility |
| Supervisor | Tran Binh Duong | * Give instruction for project team * Verify deliverables * Supervise project team’s status |
| PM | Le Van Quy Hoang | Have overall responsibility of the project   * Assign task to team members * Tracking team member’s work * Plan schedule for project team * Review documents and source code |
| * Development team | | |
| Technical leader | Nguyen Khac Hoang | * Create coding convention * Decide technique and tools to be used * Code server and admin’s website |
| Developer #1 | Tran Dinh Hoang Huy | * Study Ionic framework and code mobile app |
| Developer #2 | Nguyen Van Quyen | * Study Ionic framework and code mobile app |
| Developer #3 | Le Van Quy Hoang | * Coding server and store’s website |
| Developer #4 | Kieu Cao Khanh | * Design website’s interface * Coding admin’s website |
| * Test team | | |
| Test leader | Nguyen Thi Hong Nhung | * Create test plan * Create test cases * Execute text cases * Report test result |
| Tester #1 | Kieu Cao Khanh | * Support create test cases * Execute test case |

# 3. TOOLS AND INFRASTRUCTURES

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Description** | **Availability in** | **Note** |
| Development Environment | | | |
| Operating System | Window 8.1 (32 bit, 64 bit) |  |  |
| Android(4.2 or more) |  |  |
| iOS(7.1 or more) |  |  |
| Browser | Chrome, Firefox (all version) |  |  |
| Development language | AngularJS |  | For website |
| NodeJS |  | For server |
| Database | PostGresSQL |  |  |
| Technique | | | |
| Framework | Ionic |  | For mobile app |
| Test Enviroment | | | |
| Operating System | Window 8.1 (32 bit, 64 bit) |  |  |
| Android(4.2 and more) |  |  |
| iOS(7.1 and more) |  |  |
| Browser | Chrome 50.0 |  |  |
|  | Firefox 40.0 |  |  |
| Equipment & Tools | | | |
| Source code management tool | GitHub.com | Definition stage |  |
| Source Tree |
| Development tool | WebStorm 10.0.0.4 | Initiation stage |  |
| Design tool | Astah 6.8 | Initiation stage |  |
| Adobe Photoshop CS6 |  |  |
| www.lucidchart.com |  |  |
| Office tool | Microsoft Word 2013 |  |  |
| Microsoft Excel 2013 |  |  |
| Microsoft PowerPoint 2013 |  |  |
| Management tool | Microsoft Project 2010 |  |  |
| Kanbanflow.com |  |  |