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Group 03 / RIO4-AMO2C

Barroc\_it

Project P05

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# Background

## Contractor

This project is for the company Barroc-IT. Barroc-IT is a relatively large company engaged in software development and consists of several departments. Sales / Purchasing, Research, Maintenance ect.

Barroc-IT has ~ 150 employees:

|  |  |
| --- | --- |
| Department | Amount of employees |
| Development (incl. helpdesk) | 120 |
| Financial administration | 10 |
| R&D | 3 |
| Sales | 3 |
| P&O | 2 |
| Legal | 1 |

## Projectgroup

The project group consists of:

|  |  |
| --- | --- |
| Groepslid | Taak |
| Ben Smits | Group leader |
| Jarno Touw | Coder/Notulist |
| Santi Dudok | Coder/Notulist |
| Tim Lutt | Project supervisor |

The group is part of a larger "business". In this company this group is group 3. The project is created because Barroc-IT doesn’t have great communication between departments. So we asked if we could improve this. Barroc-IT has said yes.

# Objectives

## the problem

This project is being made because communication between departments is not well established. We came to know this when we went to Barroc-IT for a internship. We looked with the company a what would be the best way to solve this problem. In the end, we came to the conclusion to create a website. In the website, different departments can maintain a good communication through one database that can be modified in various ways through the relevant department.

## the development

To make this project, we divided all work in 8 weeks. The first two weeks consist of interviews, documentation and planning.

The 5 weeks thereafter consist of the realization of the product. In which we will create the whole website.

The last week consists of testing the product, bug fixe and making a final report.

# Project operations

## Project Description

We call this project: Barroc-IT department- communication & database.

The assignment is: H. C. M. van Bueren (general director).

The project is carried out by: Radius College Group 3 Barroc-IT 2017.

The assignment must include a website with where each department has its own page / login information. A user's page (someone from a department) can take all necessary things.

There is an admin account that can change everything. From accounts to the database itself.

## Project operations

* Create a database with all customer information.
* Create a login page.
* Create an admin page / account to change- and restore data.
* Create a sales page / account to save a customer's private data.
* Create a finance page / account to edit everything that has to do with money.

*note: To get an idea of what the website looks like, see the attachment "wireframes".*

# Project activities

*Win informatie in over het soort project en bepaal wat je moet gaan produceren. Vraag hierbij de hulp van ervaren mensen op deze specifieke gebieden. Bepaal alle activiteiten die moeten worden uitgevoerd en maak een activiteitenlijst. Vermeld ook de voorbereiding hierbij zoals het verzamelen van informatie en het opstellen van het plan van aanpak. Let er bij het samenstellen van je activiteitenlijst op of activiteiten op hetzelfde tijdstip of na elkaar plaatsvinden.*

# Project boundaries

The project is from 4-9-2017 to 27-10-2017.

Too late start / end means that the end product becomes € 100, - cheaper until it hits € 1.000, -.

Maximum budget € 2,500, -.

Our members are (almost) always complete. And they do not depend on other factors.

The project boundaries are determined through what has been discussed in the interview with:

H. C. M. van Bueren (General Director)

W. Vorselaars (Head of Finance)

The requirements are written in the "moscow" way.

Must have: This must be in the end product.

Could have: this would be nice to have but is not really necessary.

Should have: should be in it but is not a requirement.

Will not have: the things that do not come in

Should there be anything in this list that should be different. Is the deadline for changes: 17-9-2017.

|  |  |  |  |
| --- | --- | --- | --- |
| Must have | Could have | Should have | Won’t have |
| Only show the people who have an invoice open, and whether the bill is red (over the limit) or green (below the limit) | Database must be able to be cleaned up, by putting people inactive so you have a better overview. | Get credit from someone must be filled in manually. | case of non-payment, you will only be called by the collection office. |
| a search bar to search customers from the database. | he account administrator must enable and disable customers. | A project can only be started when the client has no other (active) projects. | In case of non-payment, calls will be made by the collection agency. |
| Also, there must be a help function. For people who do not know how to use a function properly. This feature is in English and Dutch |  | Sales can fill in a customer's private data. | Euro is only taken into account. |
| Each project has its own invoice. |  |  |  |
| The entire program must be English. |  |  |  |

# Products

At the end of the project, multiple products will be made. These products are listed in a table below:

|  |  |  |
| --- | --- | --- |
| website | database | Documentation |
| Pages for all different departments. | There is a database with the required "tables". | There are documents about the process of the project. |
| 1 login account for a department. | The database is well structured (normalized). | There are functional, acceptance and technical tests. |
| A good communication system. |  | There is a quotation file. |
| There is a help function in English and Dutch. |  | There is a plan of action. |

# Quality

In order to keep the quality, every member looks at the work of the other when he is working on it. If an item on the todo list is done, everyone looks at this item. In order to ensure that everything does something, and so things are going well, we give each member a task at the meeting (which is every week). If somebody is done with something, we have other assignments in a list that also need to be done. this way, everybody always has a something to do, and nobody needs to worry about doing everything. This way the work is done with enough time and quality.

In order to keep the quality even better, we also have basic rules like a moodboard and code conventions. The moodboard ensures that everything looks just the same. The moodboard determines the color, text size, font ect.

The code conventions determine how our code is structured and readable. This includes, how we use comments and whether "classes" a.k.a. "functions" are used.

# Projectorganisatie

*Verdeel de interne functies van de projectleden, zoals een projectleider, secretaris, presentator enz. Doe dit in overleg met de opdrachtgever.*

*Geef aan wanneer iemand beschikbaar is voor het project en geef ook aan wat de bevoegdheden en verantwoordelijkheden zijn van de projectleden. Geef aan hoe je rapporteert en verantwoording aflegt aan de stuurgroep. Zorg er voor dat de stuurgroep ofwel de opdrachtgever op de hoogte is van wat je doet.*

*Stel vast hoe vaak je gaat vergaderen. Dit kan inhouden dat je met de projectleden, stuurgroep en de opdrachtgever vergadert of alleen met de projectleden. Stel de tijdsverantwoording vast, zodat je weet wie wat gedaan heeft. Dit kan door eventueel een weekverslag van de projectleden te vragen. Hier kunnen ook de verwachte werkzaamheden voor de volgende week in worden verwerkt.*

# Risk’s

## intern risk’s

* we work from 9.00 to 12.15. this means that we are restricted to this time frame.
* We are not very experienced which means that we will make a lot of mistakes.
* Ziekte.

## external Risk’s

* the team members use public transport to get to the office. This means that we are relining on public transport to work as intended