Project Milestone 1

**Date:** 15/04

With our group having completed the first set of our assigned documents; p**roject justification, business case, project charter, scope statement,** and the **WBS**, we now have the necessary supporting documentation and motivation to continue on to the next phase of our project; the development of our second set of documents; **Risk Management, Effort/Cost Estimation, Effort analysis, the prototype,** and the **project closing**.

While some components from phase 1 have not been fully completed, they contain sufficient information to support the creation of the next documents. During phase 2, incomplete phase 1 documents can be returned to and finalised. In particular, the WBS lacks a dictionary and needs some final touches.

Up to this point, all members of this project development team have been present in weekly meetings or kept up to date with the project progress and their own tasks.