

[Web application for installing and analyzing Internet traffic] Stakeholder Analysis Worksheet

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Do NOT distribute after completed.

Stakeholder: name and role (on this project)	Main goal of communication	Communication preferences (how often, method, and detail)	Overrun Tolerances	Notes
Alibek Zhumagaliyev – team member	Frontend development progress.	Daily	Team member, Tester	-
Aitbek Ayaganov – team member	Backend development progress.	Daily	Team member, Tester	-
Internet customers – end user	Gathering of feedback in forms of surveys and public testing, collection of wishes and customers' demands.	On demand	End user	-
Business onwner – end user	Gathering of feedback in forms of private testing, collection of wishes and customers' demands.	On demand	End user	-
Tursynkulova Akbota – client	Supervise team efforts.	Weekly	Client	Ensure team communication with university;

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Create communication plan

What	Who / Target	Purpose	When / Frequency	Type / Method	Date complete
Discovery Meeting	Development team and University Administration	The main goal of this meeting is to identify all stakeholders and provide a forum for all project team members to discuss schedule, scope, team, and other issues.	At the start of the Project Initiation phase.	Meeting.	2021.12.19
Project Kick-off Meeting	Development team	The main goal of the project kick-off meeting is to familiarize the project team with the project, review the project charter and receive buy-in from all project participants. Future meeting schedules will be defined and discussed and meeting minutes will be documented.	At the end of the Project Initiation phase.	Meeting.	2021.12.20
Communication to testing group	End users (testers)	Inform users of the changes to the existing application	At the end of the Project Initiation phase.	Emailing.	2021.12.23
Surveys and Interviews with end users	End users (testers)	Collect users feedback and extra requirements for future development	During the Project planning phase.	Meeting.	2022.01.28
Team Status Meeting	Development team	Discuss requirements, tracking the development progress, collaborate team work.	Regularly Scheduled. Weekly for entire team.	Meeting.	2022.04.01

[Web application for installing and analyzing Internet traffic] Work Breakdown Structure

Task No.	Task Description	Task Owner	Dependency	Resources Needed	Task Status	Cost	Start Date	Estimated Completion	Finish Date
1	Initiation Phase								
1.1	Project requirements discussion	T. Akbota	Prior tasks	-	Complete	N/A	2021.12.15	1 day	2021.12.15
2	Planning Phase								
2.1	Work with potential users	A. Zhumagaliyev	Project schedule	Online resources, predefined documentation	Complete	N/A	2022.01.05	2 weeks	2022.01.21
2.1.1	Suvery with testers	A. Zhumagaliyev	Project schedule	Online resources	Complete	N/A	2022.01.05	2 weeks	2022.01.19
2.1.2	Interview with testers	A. Zhumagaliyev	Project schedule	Predefined documentation	Complete	N/A	2022.01.07	2 weeks	2022.01.21
2.2.1	Set up frontend instrument - Angular	A. Zhumagaliyev	Project schedule	Personal Computer	Complete	N/A	2022.01.06	1 day	2022.01.06
2.2.2	Set up backend instrument - Golang	A. Ayaganov	Project schedule	Personal Computer	Complete	N/A	2022.01.06	1 day	2022.01.06
3	Execution Phase								
3.1	Backend development	A. Ayaganov	Prior tasks	PC, Server, Development tool	In Progress	N/A	2022.01.25	2 months	2022.04.01
3.1.1	Web application	A.	Developmen	PC,	In	N/A	2022.01.2	1 months	2022.02.2

1	logic	Zhumagaliyev	t tool	Development tool	Progress		5		5
3.2	Frontend development	A. Zhumagaliyev	Prior tasks	PC, Photoshop, Development tool	In Progress	N/A	2022.01.25	2 months	2022.04.01
3.2.1	Product design	A. Zhumagaliyev	Photoshop skill	PC, Photoshop	In Progress	N/A	2022.01.25	3 weeks	2022.02.18
3.2.2	Code writing	A. Zhumagaliyev, A. Ayaganov	Product design	PC, Development tool	In Progress	N/A	2022.01.18	5 weeks	2022.04.01
3.3	Meetings with client	A. Zhumagaliyev	Report	Report	In Progress	N/A	2022.01.21	2 months	2022.04.01
4	Control Phase								
4.1	Project Testing	A. Zhumagaliyev	Development result	PC, Product	Assigned	N/A	2022.04.02	1 week	2022.04.09
4.1.1	Unit testing	A. Zhumagaliyev	Code structure	PC, Product	Assigned	N/A	2022.04.02	2-3 days	2022.04.05
4.1.2	Functional testing	A. Zhumagaliyev	Functional requirements	PC, Product	Assigned	N/A	2022.04.05	2-3 days	2022.04.09
4.2	Project installation	A. Ayaganov	Prior tasks	Server	Assigned	N/A	2022.04.10	1 day	2022.04.10
4.3	Documentation writing	A. Ayaganov	Prior tasks	Product	Assigned	N/A	2022.04.10	2-3 day	2022.04.13
5	Close Phase								
5.1	Report/Presentation preparation	A. Ayaganov	Development result	Product	Assigned	N/A	2022.04.14	1 day	2022.04.14
5.2	Closure meeting	A. Ayaganov	Prior tasks	Report	Assigned	N/A	2022.04.15	1 day	2022.04.15