**Project Plan**

**TradeNest**

**George Brown College**

|  |  |
| --- | --- |
| Industry Partner | George Brown College |
| Primary Instructor | Anjana shah |
| Team Member | Kaman Wong |
| Team Member | Naomi Teklu |
| Team Member | Jason Opoku |
| Team Member | Shalom Aideyan |
| Team Member |  |

Document Revision History

|  |  |
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| Revision # | Date |
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# 1. Executive Summary

The following describes the project to be executed.

|  |  |
| --- | --- |
| Objective | Create an application where users can post lost items that they have found on the specific institution. After that, users can see a list of all the lost items and if they see an item that belongs to them, they can get in contact with the user  who reported it and start the process of getting the item back.  The app is meant to give users an opportunity to get their personal belongings and prevent extra costs (i.e., having to replace the lost item). It is also meant to reduce waste in the institutions. |
| Corporate Goals Addressed | TradeNest fosters a collaborative environment by enabling users to report found items and trade personal belongings, which strengthens community bonds and promotes mutual support among users. |
| Planned Start Date | Monday, September 16, 2024 |
| Planned End Date | Thursday, March 27, 2025 |

2. Project Approvers, Reviews and Distribution List

Approvers, reviewers and distribution list

|  |  |  |  |
| --- | --- | --- | --- |
| Project Role | Name | E-mail | Date |
| Lead Developer | Kaman Wong | [kaman.wong@georgebrown.ca](mailto:kaman.wong@georgebrown.ca) | 02/02/2025 |
| UX Designer | Naomi Teklu | [naomi.teklu@georgebrown.ca](mailto:naomi.teklu@georgebrown.ca) | 02/02/2025 |
| Project Manager | Jason Opoku | jason.opoku@georgebrown.ca | 02/02/2025 |
| Security Architect | Shalom Aideyan | [shalom.aideyan@georgebrown.ca](mailto:shalom.aideyan@georgebrown.ca) | 02/02/2025 |

# 3. Scope

Define the sum total of all of its products and their requirements or features.

|  |  |
| --- | --- |
| In Scope | Out of Scope |
| User to user communication. | User can’t report that they have lost an item. Only users that have found an item can report it. |
| Users can post lost items, including pictures and descriptions. | Users cannot create an account using a personal email or other. |
| Users can create an account using the institution’s email. | Users cannot pay for the traded items through the app. |
| Users can check their posted items. | The app will work on individual institutions, meaning that it will not work cross-institutions. |
| Users can search for other users’ items to trade. | The app will not include biometric authentication (e.g., fingerprint or facial recognition). |
| Users can check their previous transactions and provide feedback on them. | Users can not call through the app only communicate |
| Users can edit their profiles (add picture, description, phone number,...). | Users cannot call each other through the app; they can only communicate via messaging features. |
| Users can favorite items and follow other users. | The app will not provide delivery services for items traded or lent between users, leaving all item exchanges to be arranged directly between the users. |
| Users can filter their search of items based on their preferences. | The app will not offer multi-language capabilities; it will be available only in English, focusing on the primary user base. |

4. Deliverables

This project will deliver the following.

|  |  |
| --- | --- |
| Deliverable | Description |
| Web Application | A responsive web application designed for both desktop and mobile devices, enabling users to create accounts, post, lend, and trade items. |
| Database Integration | Integration with the database provided by George Brown College, allowing users to store and retrieve item data efficiently. |
| User Account System | A user account system requiring George Brown College email addresses for registration, ensuring only authorized users from the institution can create accounts. |
| Item Management | Functionality for users to add, delete, and edit their listed items, including personal belongings they wish to trade, lend, or sell. |
| Security Features | security features, including encrypted passwords and secure access to user data to protect sensitive information. |

5. Assumptions

This project makes the following assumptions;

**1.- Institution Email Requirement: All** users will have a valid George Brown College email address (@georgebrown.ca) to create an account. This ensures that only students, staff, and other members of the institution can access the platform.

**2.- User Participation:** It is assumed that students and staff will actively participate in using the platform, regularly posting items for trade, lending, or retrieval.

6. Dependencies

The following are the internal and external dependencies that will have to be acknowledged and addressed;

Internal Dependencies:

1. The project relies on effective collaboration between the front-end and back-end development teams to ensure seamless integration of features and functionality.
2. Timely coordination between the design team (UX/UI) and developers to ensure the user interface is aligned with back-end functionalities.
3. Availability of all team members for regular meetings, stand-ups, and reviews to ensure smooth progress.

External Dependencies:

1. Regular feedback and approval from the teacher to ensure project milestones are met.

7. Risk Management

|  |  |  |  |
| --- | --- | --- | --- |
| Potential Risk | Severity (H/M/L) | Likelihood (H/M/L) | Management Strategy |
| Delays in integration between front-end and back-end | H | M | Hold regular meetings between both teams to coordinate and align efforts. |
| Scope creep due to adding unnecessary features | M | M | Define strict sprint goals and adhere to the product backlog priorities. |
| Lack of team collaboration | H | L | Use communication tools (Slack, Trello) to ensure transparency and updates. |

8. Communication

**Reporting**

The following reports will be produced;

|  |  |  |
| --- | --- | --- |
| Report | Audience | Frequency |
| Weekly Status Report | Project Team | Weekly |
| Project Progress Report | Project Manager | Bi-weekly |

**Meetings**

The following meetings/communication will be established;

|  |  |  |  |
| --- | --- | --- | --- |
| Meeting | Purpose | Attendees | Frequency |
| Sprint Planning | Define sprint goals, tasks, and timelines | Project Team, Project Manager | Bi-weekly |
| Daily Stand-up | Provide daily updates on progress, blockers, and next steps | Project Team | Daily |

9. Task Listing (WBS- Work Breakdown Structure)

The following resource proposal template summarizes the resource hours committed to this project, upon final approval of this document.

|  |  |  |  |
| --- | --- | --- | --- |
| Reference | Tasks | Duration | Dependency |
| A | Project Initiation and Requirements Gathering | 2 weeks | NONE |
| B | Design UI/UX and Create Wireframes | 3 weeks | A |
| C | Database Design and Setup | 2 weeks | A |
| D | Back-end Development | 4 weeks | C |
| E | Front-end Development | 4 weeks | B,D |

10. Gantt Chart

Create a detailed Gantt Chart from your Task Listing(Use any software tool and paste the image or upload as a separate file that can be opened as pdf/doc/xls)

Below is an example:

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Task | Period | | | | | | | | | | Completed |
|  | Dates | Dates | Dates | Dates | Dates | Dates | Dates | Dates | Dates | Dates |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
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# 11. Milestones

|  |  |  |
| --- | --- | --- |
| Major Activity or Milestone | Estimated Milestone Target date | Owner/Reviewer Team Members |
| Sprint 5 | 02/02/2025 | Kaman, Jason, Naomi, Shalom |
| Sprint 6 | 02/23/2024 | Kaman, Jason, Naomi, Shalom |
| Completed backend | 03/07/2025 | Kaman, Jason, Naomi, Shalom |
| Finalized project | 03/27/2025 | Kaman, Jason, Naomi, Shalom |

12. RAM – Responsibility Assignment Matrix

Create a RAM from your Task Listing. A sample is shown below:



# 13. Approval

The signatures below indicate their approval of the contents of this document.

|  |  |  |  |
| --- | --- | --- | --- |
| Project Role | Name | Signature | Date |
| Lead Developer | Kaman Wong | Kaman | 02/02/2025 |
| UX Designer | Naomi Teklu | Naomi | 02/02/2025 |
| Project Manager | Jason Opoku | Jason | 02/02/2025 |
| Security Architect | Shalom Aideyan | Shalom | 02/02/2025 |