

SWE 4663 - Software Project Management

Term Project Quick Plan

Project Title: Project Management System

Group Number: Group 6

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Group Members:

- Kevin Syhavong (Project Description & References) - Did his share
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Table of Contents

SWE 4663 - Software Project Management	1
Term Project Quick Plan	1
Table of Contents (1
)	1
1. Introduction	2
2. Project Description	2
Functionalities and Features	2
Project Goals (Potentially more to be added)	3
Major Deliverables (What team will produce for the term project)	3
3. Cost Assessment	4
4. Project Schedule	4
5. Risks and Assumptions	4
Top 3-4 Risks	4
Assumptions	5
6. Summary	5
7. Bibliography/References	5

1. Introduction

The purpose of this project is to develop a **Project Management System** that enables users to track various software development projects efficiently. The system will provide input for functional and non-functional requirements, allow monitoring of project efforts across different phases, and generate reports on expended hours.

This **Quick Plan** provides an initial outline of the project's scope, cost estimation, schedule, and potential risks. A more detailed **Comprehensive Plan** will follow in the next phase.

2. Project Description

Functionalities and Features

The Project Management System will include:

- **General Section:**
 - High-level project description input
 - Project owner/manager details
 - Team members list
 - Risk tracking function with the ability to update risk status over time.
 - Configuration Management System
- **Project Requirements Module:**
 - Input of functional and non-functional requirements
 - Iterative goal, question, and metric paradigm setters for software goals
 - Tracking measurements of metrics
 - Set Process Methodology for Development
- **Effort Monitoring and Tracking:**
 - Logging hours for Requirements Analysis, Design, Coding, Testing, and Project Management
 - Displaying total hours per category
 - Software Development Lifecycle Model
 - Task Breakdown for better tracking and smoother progression

Project Goals

- Ensure efficient project tracking
- Improve collaboration among project teams
- Enhance transparency in project effort estimation
- Support data-driven decision-making (chart/ graph making, pie chart creator)
- Provide self evident interface for users to understand and contribute with no learning

Major Deliverables

- **Software system** with the described functionalities
- **Documentation** (User Guide, System Requirements, and Design Documents)
- **Presentations** detailing project progress and final results

3. Cost Assessment

The estimated effort required for this project is 185 person-hours. The breakdown is as follows:

- Requirements Analysis: 15 hours
- System Design: 30 hours
- Implementation (Coding): 90 hours
- Testing: 30 hours
- Project Management: 20 hours

Rationale: These estimates are based on prior software development coursework and industry best practices.

4. Project Schedule

The project will follow the **Agile methodology**, using the following high-level timeline:

Phase	Duration	Description
Requirements Analysis	1 week	Define system requirements
Design Phase	2 weeks	Create system architecture and UI design
Development	4 weeks	Implement core functionalities
Testing & Debugging	2 weeks	Conduct system testing and bug fixes
Final Documentation	1 week	Prepare user manuals and reports

Rationale: Agile allows for iterative development, quick feedback, and adaptability to project changes.

5. Risks and Assumptions

Top 3-4 Risks

1. **Scope Creep** - Changes in requirements could delay development.
2. **Team Coordination Issues** - Lack of communication could lead to inefficiencies.
3. **Time Constraints** - Limited time to complete development and testing.
4. **Technical Challenges** - Unforeseen issues in implementation could cause setbacks.

Assumptions

- The team will have **consistent availability** to work on the project.
- The chosen **tech stack and tools** will function as expected.
- There will be **minimal external disruptions** impacting progress.

6. Summary

This Quick Plan outlines the high-level approach to developing a Project Management System that will assist in tracking and managing software projects. The project will be carried out using Agile methodology, following a planned 10-week timeline. A cost assessment has been created, and we estimate that we will require 185 effort hours to complete the project. Risks, such as scope creep and team coordination issues, have been outlined, as have assumptions, such as consistent availability and minimal disruptions. The plan defines the features, cost assessment, schedule, risks, and assumptions, setting the foundation for a more detailed Comprehensive Plan.

7. Bibliography/References

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