

RESERVIFY

Course: Project Management

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Github: <https://github.com/Kgnerdm/RESERVIFY>

Introduction

Reservify is a modern, web-based appointment and reservation management platform designed to meet the needs of small and medium-sized businesses such as barbershops, dental clinics, gyms, and personal services. The platform aims to simplify and automate the booking process, providing users with an intuitive experience while giving businesses powerful tools to manage and organize their schedules efficiently.

The project focuses on core features like customer appointment booking, business profile management, administrative dashboards, email notification systems, conflict management to avoid double bookings, and a scalable cloud-based deployment architecture.

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1. Project Plan

Objective

The objective of this project is to design and develop a professional web-based platform that allows businesses such as barbershops, dental clinics, and gyms to efficiently manage customer appointments. The system will offer a user-friendly interface for both clients and businesses, streamlining appointment scheduling, tracking, and management.

Scope

- Business Registration and Profile Management
- Customer Appointment Booking
- Admin Dashboard for Appointment Management
- Email Notification System
- Conflict Management (Avoid double-booking)
- Security and User Authentication
- Cloud Deployment

Deliverables

- Fully functional web platform with responsive design
- Admin and user dashboards
- Structured database schema
- Cloud-based deployment and hosting
- User manuals and technical documentation

Timeline

Total Project Duration: 4 months

Phase	Duration	Description
Requirements Gathering	2 weeks	Collecting business needs and defining user requirements
System Design and Architecture	2 weeks	Creating wireframes, database schema, and workflows
Development Phase 1 (Core Features)	4 weeks	Building registration, booking, and dashboards
Development Phase 2 (Enhancements)	4 weeks	Email notifications, conflict management, UI/UX improvements
Testing and Quality Assurance	2 weeks	Unit testing, integration testing, load testing
Deployment and Launch Preparation	1 week	Deployment to cloud server and final adjustments
Project Presentation and Final Review	1 week	User manual, project documentation, and presentation

Risks and Mitigation Strategies

Risk	Mitigation
Server downtime during deployment	Use reputable cloud services with backup strategies
Task delays due to unforeseen circumstances	Weekly progress meetings and reassignments if necessary
Miscommunication among team members	Adhere strictly to team communication policies
Low user adoption rates	Prioritize intuitive and user-friendly design practices

2. Task Assignment

Task	Assigned To
Gather project requirements	Kağan Erdem
Analyze user needs	Kağan Erdem
Create main user flow diagram	Kağan Erdem
Create basic website sitemap	Kağan Erdem
Plan admin login design	Kağan Erdem
Define reservation form requirements	Kağan Erdem
Design database schema	Kağan Erdem
Prepare homepage prototype	Kağan Erdem
Create GitHub repository	Kağan Erdem
Open and manage GitHub issues	Kağan Erdem
Assign GitHub tasks	Kağan Erdem
Integrate modules and initial testing	Kağan Erdem
List service categories	Ahmet Hilmi Büber
Define business registration form	Ahmet Hilmi Büber
Design business profile page	Ahmet Hilmi Büber
Design reservation calendar	Ahmet Hilmi Büber
Design reservation history page	Ahmet Hilmi Büber
Plan email notification system	Ahmet Hilmi Büber
Backend for reservation times	Ahmet Hilmi Büber
Code admin reservation management	Ahmet Hilmi Büber
Implement email notifications	Ahmet Hilmi Büber
Business profile update function	Ahmet Hilmi Büber
Reservation cancel/update system	Ahmet Hilmi Büber
Module testing	Ahmet Hilmi Büber
Research server and domain options	Buğra Sarıkaya
Prepare deployment plan	Buğra Sarıkaya
Create testing scenarios	Buğra Sarıkaya
Support frontend development	Buğra Sarıkaya
Develop conflict check system	Buğra Sarıkaya
Server-side error handling	Buğra Sarıkaya
User reservation module	Buğra Sarıkaya
User login/registration	Buğra Sarıkaya
Reservation cancel module	Buğra Sarıkaya
Project progress report	Buğra Sarıkaya
Conduct load testing	Buğra Sarıkaya
Finalize project demo	Buğra Sarıkaya

3. Document List

Kağan Erdem:

- Project Requirements Analysis Document
- User Flow Diagram
- Website Sitemap Plan
- GitHub Repository Management Report
- Test Report

Ahmet Hilmi Büber:

- Business Needs Analysis
- Admin Panel Design Document
- Reservation Calendar Design
- Email Notification System Documentation
- Test Report

Buğra Sarıkaya:

- Server/Domain Selection Report
- Deployment Plan
- Test Scenario Document
- User Module Technical Documentation
- Load Testing Report

4. Progress Tracking Table

The detailed task progress tracking table is available in the attached Excel file.

5. Team Policies and Conflict Resolution

Team Policies and Conflict Resolution Strategy

1. Communication and Collaboration Policy

- All team members are required to participate in scheduled weekly meetings and provide status updates.
- Major announcements, task updates, and changes must be shared on the team's official communication channel within 12 hours.
- Active communication is mandatory. All team members must respond to project-related inquiries within 24 hours.

2. Task Management and Accountability

- Each task must be clearly defined, assigned, and tracked with specific deadlines using GitHub Issues.
- If a member anticipates a delay or encounters an obstacle, they must inform the team at least 48 hours before the task deadline.
- Repeated failure to meet deadlines without valid justification will result in task reallocation and official team review of responsibilities.

3. Conflict Resolution Procedure

Step 1 – Direct Negotiation:

- Team members involved in a disagreement must attempt to resolve the issue through respectful and direct discussion within 24 hours of the conflict arising.

Step 2 – Team Mediation:

- If direct negotiation fails, the issue must be escalated to a full team meeting, where the team collectively discusses and proposes solutions.

Step 3 – Democratic Voting:

- If mediation does not resolve the conflict, the team will hold an anonymous majority vote (2 out of 3 votes) to determine the resolution.

Step 4 – Supervisor Notification (if applicable):

- In case of an unresolved conflict impacting deliverables, the issue will be documented and, if necessary, reported to the course instructor for further guidance.

4. Quality Assurance and Review Policy

- Every completed task must undergo peer review by at least one other team member before it is considered finalized.
- Full project review sessions will be conducted 48 hours prior to major deadlines to ensure quality, consistency, and adherence to project requirements.

5. Risk Management and Contingency Planning

- In the event that a team member is unable to continue (due to illness, emergencies, etc.), their assigned tasks will be promptly reassigned among available members.
- Backup plans for critical tasks will be identified early during the planning phase to minimize project disruptions.