PROJECT PLAN

Develop Pro

THINK BIG

Group: 10

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CONTENT

PROJECT STATEMENT

In this document we state why our project is started and what we will achieve. It provides a detailed approach to the realization of this project and its goal. It also describes the client, the project leader, the initial situation, the problem description, the goal of our project, the deliverables and non-deliverables, the constraints and the risks.

Formal Client

Mr. Andre Postma is working for the biggest event company in Europe. He is the company manager who is responsible for planning and organizing events of various kinds. Every year he organizes massive events all over the Europe where thousands of people are enjoying the music and the great atmosphere. Each event becomes an unforgettable memory for the people who are involve in it.

Contact information

Mr. Andre Postma

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Working days: Monday – Friday

Project Leader

Nadya Cheperkova is working in DevelopPro company which main purpose is to develops and distributes computer software that can be used to perform a number of different tasks. She is the project leader who motivates the team members to do their duties efficiently. Miss Cheperkova is responsible for organizing the team meeetings and ensuring that all deliverables are delivered on-time, within the scope.

<u>**Contact information**</u>

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Working days: Monday-Friday

Current Situation

The Cultural festival is an annual event held in the Netherlands. This is an event that showcase the beautiful variety of cultures all around the world, it is mostly done in a way where people show their cultures by means of clothes, food, music, traditional costumes, dance steps, languages and many more. Statistically, there has been an increase of people in attendance over the past years, this has made the organizers searching for a better way to organize the event and make more profit from it.

Problem Description

After years of consistent growth in the festival business, the cultural events has recorded increase in attendance and interest by lots of people, this has made maintaining a proper management control a bit difficult, due to this fact, sales of tickets to enter the event, provision of camping site, proper awareness for the event, buying food, drinks, or souvenirs, loaning products such as photo cameras, flashlights etc., has become difficult to manage.

Project goal

The goal is to deliver a product that will make this event more organized and will increase the level of security at the event. We want to track the records of all the people going in and out of the festival. Furthermore, creating more awareness of the festival and ensuring that the event is well managed.

Project Deliverables and Non-Deliverables

In this project the deliverables are

- **Website that will display nicely on a laptop and mobile phone**
- **Application for the shop**
- **Application for loan stand**
- **Check-in and check-out application for camping**
- **Check-in and check-out application for the event**
- **Application for the ATM machine**
- **Application for reserving a camping site**
- **Application for the manager so he can easily check the status information**

We will not deliver

- **Cross-platform applications**
- **Database**
- **Manual**

Project Constraints

Constraint 1: Time

The project must be completed within 20 weeks

Constraint 2: Language

The cultural event is international. Therefore, English will be the main language for all applications and the website

Constraint 3: Application and website

All the applications and the website should be user friendly

Project Risks

Risk 1: The project does not meet the deadline

- Probability: Low
- Impact on project: Medium
- Steps to prevent: Follow the Project Plan and organize regular meetings
- Clean up action: Discuss with the tutor

Risk 2: Team member sick or absent by a valid reason

- Probability: Medium
- Impact on project: Low
- Steps to prevent: Inform the team members on time
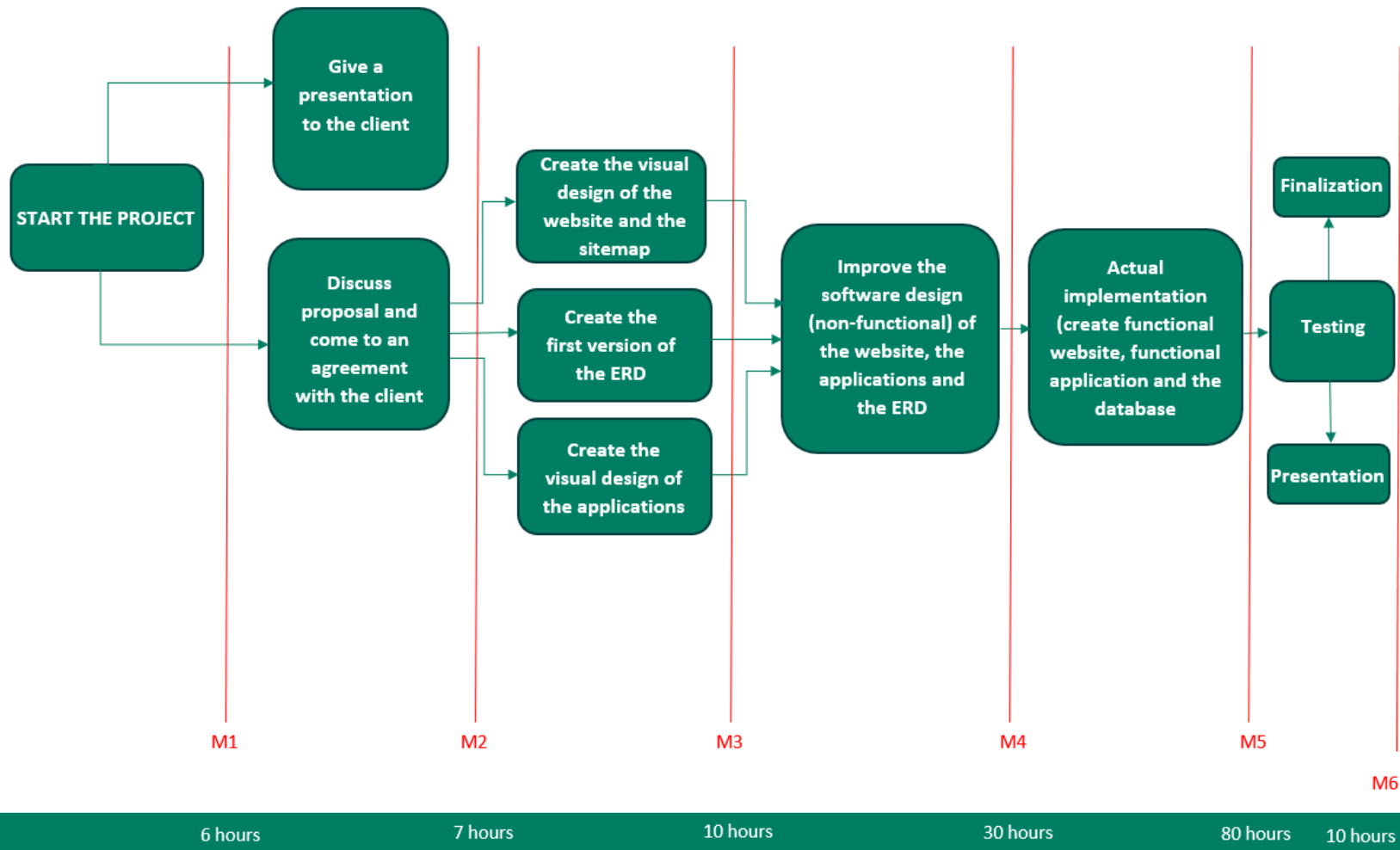- Clean up action: Divide workload with other team members

Risk 3: Design is infeasible or unexpected

- Probability: Low
- Influence on project: Medium
- Methods to prevent: Communicate with the client clearly
- Clean up action: Change the design within deadline to satisfy the client

Risk 4: Private data security incidents

- Probability: Low
- Influence on project: High
- Methods to prevent: Section up the database into authorized segments by employee
- Clean up action: The clients have the right to immediately request the network service provider to delete their personal information

PHASING

START THE PROJECT

Give a presentation to the client

Discuss proposal and come to an agreement with the client

Create the visual design of the website and the sitemap

Create the first version of the ERD

Create the visual design of the applications

Improve the software design (non-functional) of the website, the applications and the ERD

Actual implementation (create functional website, functional application and the database

Finalization

Testing

Presentation

M1   M2   M3   M4   M5

M6

6 hours   7 hours   10 hours   30 hours   80 hours   10 hours

Phase 1: Initiation

The initiation phase has only one activity:

- Start the project

Tasks for the activity are:

- Create a logo and a name for the team
- Determine the theme of event
- Meeting with the tutor
- Divide group work to each member
- Make Agenda's and minutes of every meeting
- Prepare presentation and questions to the client

Estimated duration is from 31-08-2018 until 03-09-2018
Actual working hours: 6 hours

Deliverables for milestone M1 are:

- Team logo and name
- Theme of event

Phase 2: Plan

The second phase has two activities:

- Give a presentation to the client
- Meeting with the client

Tasks for the activity are:

- Meet with the client and the tutor
- Make a presentation for the event

- Discuss proposal and come to an agreement
- Create the first version of project plan
- Discuss the design of the applications, the website and the database
- Investigate identification method, e.g.: barcode, QR-code or RFID-chip

Estimated duration is from 04-09-2018 until 14-09-2018
Actual working hours: 7 hours

Deliverables for milestone M2 are:

- Presentation for the event
- First version of project plan

Phase 3: Design

The third phase has three activities:

- Visual design of the website and sitemap
- First version of ERD
- First version of GUI design

Tasks for the activity are:

- Check in and out for the culture event
- Check in and out for the camping sites
- Overview profile and balance of the visitors

Estimated duration is from 15-09-2018 until 23-09-2018
Actual working hours: 10 hours

Deliverables for milestone M3 are:

- Final version of project plan
- Visual design of the website and sitemap
- First version of ERD diagram
- First version of GUI design

Phase 4: Improve

The fourth phase has one activity:

- Improve the software design (Non-functional)

Tasks for the activity are:

- Meeting with tutor
- Discuss the software design(Non-functional)
- Improve the software design(Non-functional)
- Create setup document
- Work on the process report

Estimated duration is from 24-09-2018 until 11-11-2018
Actual working hours: 30 hours

Deliverables for milestone M4 are:

- Non-functional application GUI, website and database(ERD)
- Setup document
- Process report of block 1
- Agenda's and minutes meeting

Phase 5: Develop

The fifth phase has one activity:

- Actual implementation (create functional website, functional application and the database)

Tasks for the activity are:

- Meeting with tutor
- Develop the functionalities for website
- Develop the functionalities for applications

- Develop database according to ERD

Estimated duration is from 12-11-2018 until 09-12-2018
Actual working hours: 80 hours

Deliverables for milestone M5 are:

- Version of website with functionalities
- Version of applications with functionalities
- Database

Phase 6: Test

The sixth phase has one activity:

- Testing

Tasks for the activity are:

- Testing the applications and websites to figure out bugs
- Fixing the bugs and testing again
- Work on the process report
- Final Meeting with tutor

Estimated duration is from 10-12-2018 until 07-01-2019
Actual working hours: 10 hours

Deliverables for milestone M6 are:

- Final version of website
- Final version of applications
- Final version of Database
- Process report of block 1&2
- Agenda's and minutes meeting

Phase 7: Closure

The seventh phase has two activities:

- Finalization
- Presentation

Tasks for the activity are:

- Finalize and hand in all deliverables
- Give the final presentation to tutor and client

Estimated duration is from 08-01-2019 until 28-01-2019
Actual working hours: 4 hours

Deliverables for milestone M5 are:

- All deliverables
- Final presentation