BUSINESS ADMINISTRATION DEPARTMENT

BUSA2302

ENGINEERING PROJECT MANAGEMENT

Course Project

RecastAI: Combining Human Intelligence with the Efficiency of a Spinning Software.

Prepared by:

Nour Rabee'	**ID:**	1191035
Lojain Jalal	**ID:**	1190707
Aseel Deek	**ID:**	1190587

Instructor's Name:

Dr. Sana Jamil Sous

Section: 1

June 2022

Table of Contents

Initiation Phase

This is the first step in starting our project. It consists of three parts, the **project charter**, **stakeholder register**, and finally the **project kickoff meeting**.

The project charter

The project charter also consists of three elements which are **general information**, the **project overview**, and the **project scope statement**.

• General Information:

Project name: RecastAI, Combining Human Intelligence with the Efficiency of a Spinning Software.

Date: June 26, 2022.

Contact information:

- ✓ Project manager: Nour S. Rabee'.
- ✓ Project sponsor: Aseel Deek.
- ✓ E-mail Address: rabee.nour123@gmail.com.
- ✓ Phone: 0592388085 || landline: 02-2962689.

• Project Overview:

RecastAI is an automatic spinning tool that rewrites entire sentences and paragraphs so you can get new unique content. It supports several languages including English and French. It checks the entire article to understand what the content is about. This allows RecastAI to create advanced paragraph and document-level spins based on its incredible understanding of the content. This makes your content look human-written, unique, and cannot be detected by Google as spun content.

Producing content is one of the most important aspects of online marketing. But there are a lot of challenges when producing a lot of content at high volumes and at decent costs. Human writers are expensive, and most spinners are ineffective. Today, we will talk about one of the best spinners in the market.

• Project Scope Statement:

Product/service description:

RecastAI uses artificial intelligence to understand text and can automatically rewrite your article with the same readability as human writer.

Acceptance Criteria:

1. RecastAI must meet all the quality requirements **"Specifications"**:
   - Developing RecastAI with good looking and easy to use.
   - Able to upload and download hundreds of generated articles and generate 1-100 rewrites for each spun article.
   - Human quality content.
   - High accuracy.

2. The software must be developed within the time frame; start time 26th June 2022, end time 30th August 2023.

3. The software must be developed within the budget; 400,000$ - 450,000$.

4. The relations amongst the team members should be cordial during the project execution and after the project is completed.

Deliverables:

- High level of privacy; contents are saved into secure servers.
- Affordable prices for all stakeholders.
- RecastAI completely restructure your sentences while keeping the same overall meaning.
- Extend Your Budget; more high-quality content means better rankings. With RecastAi, you don't need to have an unlimited budget to create a full SEO "Search Engine Optimization" content pipeline that will have you ranking at the top of Google.
- Scale Your Business; make your entire content production process 10x more efficient. Use AI to create more high-quality, unique content that impresses clients and engages readers, all without having to put in more hours.
- 3-Day free trial.
- 30-Day No Risk Money Back Guarantee; RecastAI will redefine how you rewrite content, so we want to make sure there is absolutely no risk to try RecastAI. So, beyond our 3-day free trial, we also offer a no strings attached 30-day money back guarantee. If you use RecastAI to rewrite less than 10 articles and find that it isn't the solution for you, just contact us and we'll give you a hassle-free refund with no questions asked!

Exclusions:

- Medical insurance for remote employees.
- Dealing with spam reviews and false payment information and scamming attempts.
- AI developer's supercomputers.

Constraints:

- Not enough training data or testing data.
- Internet issues.
- Infrastructure: most Artificial Intelligence based solutions have a high level of computational speed. AI-based systems will be able to achieve more speed if your business has a substantial infrastructure and high-end processors.
- Computing Power: Machine Learning and Deep Learning are the steppingstones of this Artificial Intelligence, and they demand an ever-increasing number of cores and GPUs to work efficiently.

Assumptions:

- Sponsorship: A sponsor who will fund the project and help us to complete it according to the success criteria.
- Team members have all the required skills and can learn new things and keep up to date with technology.
- All permits will be provided on time.
- A full team of needed human resources.

Milestones Overview:
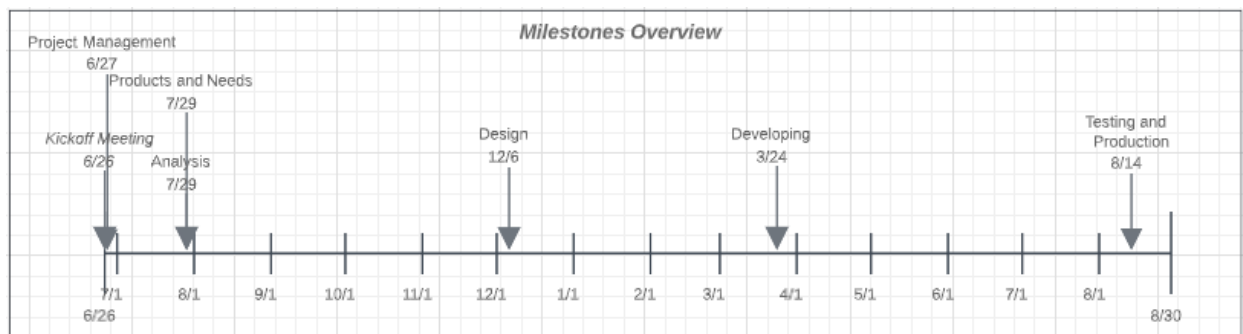
Project Funding:

Aseel Deek | Project Sponsor.

Project Stakeholders:

- Nour S. Rabee' | Project Manager.
- Aseel Deek | Project Sponsor.
- Lojain Abdalrazaq | Head of Marketing Growth Hub.
- Marketing Growth Hub Inc.
- Penguin Random House | Publishing house.
- Jason Tatum | AI developer.
- Sara Saeed | Web developer.
- Paul Buchheit | Database developer.
- David Hutler | CyberSecurity Scientist.
- Laila Hummos | Risk Manager.
- Tarek Habeeb | Risk Manager.
- Lojain Abdalrazaq | HR manager.
- Zaid Hammad | Market Research Manager.
- Other users.

Project Charter

Project name: RecastAI: Combining Human Intellegence with the Efficieny of a Spinning Software.	Date: 26th of June 2022

Project manager: Nour Saleh Rabee'	Project sponser: Aseel Waleed Aldeek

Purpose:
Producing content is one of the most important aspects in many fields that relies on writing content such as online marketing. But being that human writers are expensive, and most spinners are ineffectively considered to be one of the most challenges when producing a lot of content. Our purpose is to produce software that rewrites the articles driven by artificial intelligence (AI).

Description:
RecastAI uses advanced machine learning models to provide high-quality rewriting that is indistinguishable from human content.

Objective:
- Cut turnaround time; RecastAI works faster than the average writer so you can cut your content creation time using this software.
- Extend stakeholders budget; save money using RecastAI instead of extending your budget to bring on freelance writers or staff writers.
- Generated content looks human-written, unique, and cannot be detected by Google as spun content.

Project specification:
- Developing AI software with good looking and easy to use.
- Bulk one-click article rewriting.
- Able to upload and dowload hundreds of generated articles and generatete 1-100 rewrites for each spun article.
- Human quality content.
- 100% Accuracy.

Budget:
The project has a budget of 400,000$ - 450,000$.

Deliverables:
- High level of privacy; contents are saved into secure servers.
- Affordable prices for all stakeholders.
- RecastAI completely restructure your sentences while keeping the same overall meaning.
- Extend Your Budget; more high-quality content means better rankings. With RecastAI , you don't need to have an unlimited budget to create a full SEO content pipeline that will have you ranking at the top of Google.
- Scale Your Business; make your entire content production process 10x more efficient. Use AI to create more high-quality, unique content that impresses clients and engages readers, all without having to put in more hours.
- 3-Day free trial.
- 30-Day No Risk Money Back Guarantee.

Exclustions:
- Medical insurance for remote employees.
- Dealing with spam reviews and false payment information and scamming attempts.

Assumptions:
- Sponsorship; A sponsor who will fund the project and help us to complete it according to the success criteria.
- Team members have all the required skills and have the ability to learn new things and keep up to date with technology.
- All permits will be provided on time.
- A full team of needed human resources.

In scope:
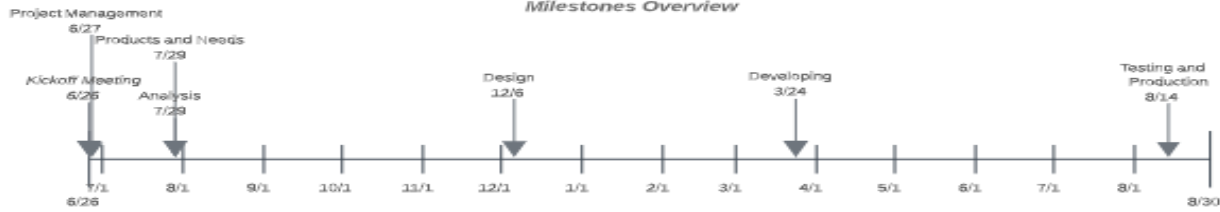- Combining Human Intelligence with the Efficieny of a Spinning Software.
Out of scope:
- Multilingual software generators such as (English, French, and Arabic).

Project Risk:
- Data Security and Storage.
- Choosing the wrong type of training and testing dataset.
- Human-Level.

Milestones Overview

Project Management 6/27
Products and Needs 7/29
Kickoff Meeting 6/26
Analysis 7/29
Design 12/6
Developing 3/24
Testing and Production 8/14

7/1 6/26 | 8/1 | 9/1 | 10/1 | 11/1 | 12/1 | 1/1 | 2/1 | 3/1 | 4/1 | 5/1 | 6/1 | 7/1 | 8/1 | 8/30

Key Stakeholders

- Aseel Deek | Project Sponser.
- Markeing Growth Hub Inc.
- Penguin Random House.
- Other Users.

Signature of project sponsor: ████████ ██████ ██	Date approved: 26/6/2022

Roles and responsibilities

Name	Role	Responsibility
Nour Rabee'	Project Manager	Completing the project whith budget, time ,and according to specifications.
Jason Tatum	Machine Learning Engineers	Collecting the data and designing the model.
David Hutler	CyberSecurity Scientist	Data Security
Paul Buchheit	Database Manager	Database of the model
Sara Saeed	Web Developer	Developing the website of the model.
Laila Hummos and Tarek Habeeb.	Risk Managers	Assessing and identifying risks that could impede the reputation, safety, security, or financial success of the project.
Lojain Abdalrazaq	HR Manager	Supervise a company or organization's hiring process, from recruiting, interviewing, and hiring new staff.
Zaid Hammad	Market Research Manager	Providing direction for marketing campaigns, and reviewing reports for market segment research.

Stakeholder Register:

The following table shows the stakeholder register, which contains the name , position, the contact information and finally their potential impact on the project.

Stakeholder name	Position	Contact Information	Potential Impact on Project
Nour Rabee'	Project Manager	**Phone number:** 0592388085 **E-mail:** rabee.nour123@gmail.com	Reducing unnecessary risks and improving rates of success.
Aseel Deek	Project Sponser	**Phone number:** 059112212 **E-mail:** aseelAldeek@gmail.com	Endorses and defends the project as a valued investment of organizational resources.
	Marketing Growth Hub Inc.	Phone number: 1-800-733-3500 E-mail: consumerservices@MarkeingGrowthHub.com	Build a good reputation to other marketing institutions and publishing house, therefore more customers, thus increasing profits for the company.
Penguin Random House.	Publishing house	**Phone number:** 1-800-733-3000 **E-mail:** consumerservices@penguinrandomhouse.com	
Jason Tatum	AI developer	**Phone number:** 0592220304 **E-mail:** j@hotmail.com	AI enables a computer to do fast and accurate testing that reduces the failure rate and shortens the development process
Sara Saeed	Web developer	**Phone number:** 0598895867 **E-mail:** SaraS@gmail.com	-Construct A Website that Builds Connections with Customers and helps to establish brand identity. -If the website has an easy user experience and is formatted correctly, those visits then turn into sales, therefore Increase profits of the company in general.
Paul Buchheit	Database developer	**Phone number:** 0598835621 **E-mail:** PaulB@gmail.com	The data of the users and customers will be stored securely and in an organized way with easy ways to be accessed.
David Hutler	Cybersecurity Scientist	**Phone number:** 0598746582 **E-mail:** DavidHutler@gmail.com	All categories of data will be protected from theft, damage, and attacks.
Laila Hummos	Risk Manager	**Phone number:** 059747768 **E-mail:** LailaH@hotmail.com	Assess risks and develop strategies to maximize organizational success and minimize the impact of any potential risk.
Tarek Habeeb	Risk Manager	**Phone number:** 059212334 **E-mail:** Tarek@yahoo.com	
Lojain Abdalrazaq	HR manager	**Phone number:** 0595084722 **E-mail:** lojain.jalal@gmail.com	Increasing productivity and ensuring your employees have everything they need to succeed in their roles.
Zaid Hammad	Market Research manager.	**Phone number:** 0595084788 **E-mail:** zaidHammad@gmail.com	Gain a better perspective and understanding of the market or target audience.
	Other Users		- Key to revenue and profits, - Happy users build happy reputation.

Kickoff Meeting

The purpose of a kickoff meeting is to formally notify all project stakeholders that the project has begun. It serves to introduce the team and helps them understand the project's requirements, the background, and what individual responsibilities are. The following figure shows our kickoff meeting Agenda.

Kick-Off Meeting

RecastAI: Combining Human Intelligence with the Efficiency of a Spinning Software.

June 26th, 2022 | 9:00AM | 3rd Floor Conference Room

Project Manager: Nour Rabee'.

Agenda Items:

1. Welcome by Nour Rabee'.

2. Introductions (Icebreakers):
- ☐ Introduction of team members.
- ☐ Ensure that everyone knows one another.

3. Discussion of the project charter:
- ☐ Project description and purpose.
- ☐ Project Assumptions.
- ☐ Project deliverables,Constraints, and milestones.
- ☐ Project Risk.
- ☐ Authority and responsibility.
- ☐ Resources and funding.

4. Stakeholder Register.
- ☐ Known Stakeholders.
- ☐ Unknown Stakeholders.

5. Next Steps.

6. Around the room:
- ☐ Open the floor to questions (Q & A).
- ☐ Concerns.

Planning Phase: The Schedule

The process involves putting the WBS activities in sequence, computing/estimating and charting the duration of WBS activities, identifying milestones, developing the network diagram and determining the critical path, and transforming all of this information into a comprehensive schedule (Gantt chart or CPM diagram).

Developing the Work Breakdown Structure On the Basis of Phases:

- *Project Management*

The first stage of our work breakdown structure includes planning, defining scope, scheduling, risk management, and work with possible plan changes.

- *Analysis*

At this stage, project teams conduct required interviews and staffing; employees will be chosen based on an application and specific criteria of previous experiences and skills, work on requirements specifications, and prepare use cases, besides evaluating market needs.

- *Design:*

Is one of the most essential parts of our software development work breakdown structure example. Here, you should care about the prototype design, architecture design, and site performance improvements.

- *Development:*

This is typically one of the most active phases of software development, so you will need to thoroughly work on developing the RecastAI and care about all the details, meaning graphics and interface, content creation, database implementation, collecting data, design, training, and testing the machine learning model, security, and other important issues.

- *Products and Needs:*

In this phase, statistics about all the products that are needed for our business will be collected and a place for rental for a small office will be looked for and rented.

- *Testing and Production:*

Are what end the process, this is when test configuration, reviewing design, releasing the site, closeout meetings, and preparing closeout documents happen.

Work break down structure using software:

The following figure shows the developed work break down structure (WBS) using a software.
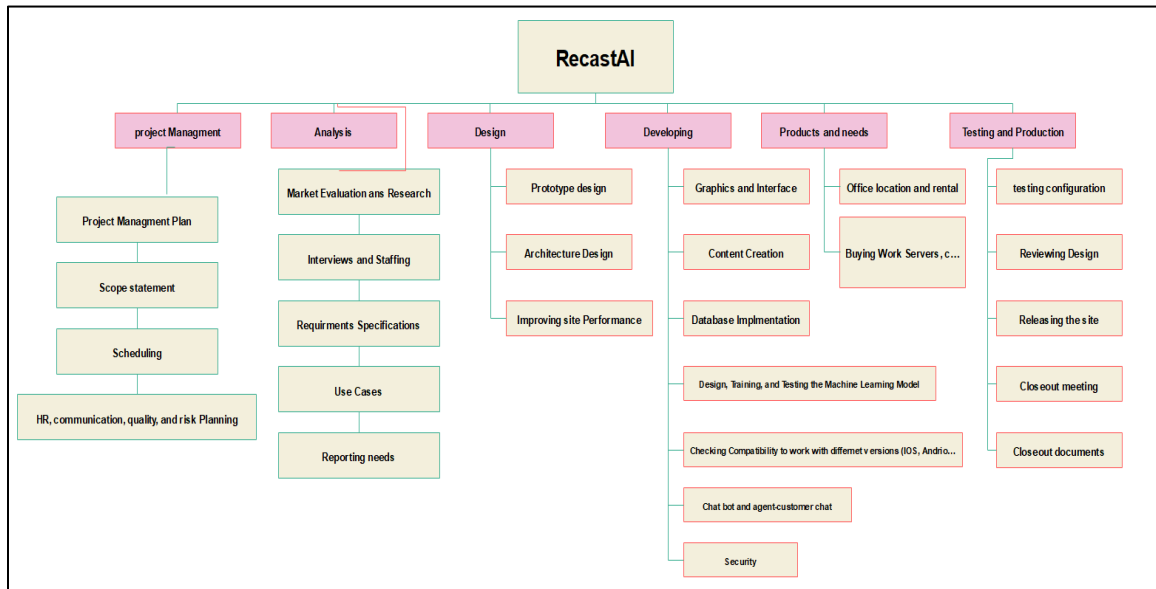
Displaying Project Schedules on Gantt Charts:

Firstly, we have used the ganttpro software in order to specifying the duration of each task and it sub tasks by putting the start and end date, note that the duration calculated in hours in each task. And finally specifying the critical path using the same software, which represent the longest duration during the whole project. The following **link** leads to the **Gantt chart** and the **CPM network Diagram**.

In addition, we have added the (assigned) column which represent who is responsible to complete this task. For example, in the analysis step, the interviews and staffing the responsibility of the **HR manger** (Lojain Abdalrazaq) and the **project manager** (Nour Rabee').

The following figures show the scheduling and time duration for each task and it subtasks in our project:

- **Project Management:**

The duration: June 27,2022 – July 29,2022 , 192 hours in total.

1.1	Project Management	27/06/2022	29/07/2022	192h 1m	27,159	
1.1.1	Project Management Plan	27/06/2022	01/07/2022	32h 1m	2,177	N Nour Ra…
1.1.2	Scope statement	01/07/2022	07/07/2022	32h	2,176	N Nour Ra…
1.1.3	Scheduling	07/07/2022	14/07/2022	40h	2,720	N Nour Ra…
1.1.4	HR, communication, qualit…	14/07/2022	29/07/2022	88h	20,086	N L +2

- **Analysis:**

The duration: July 29,2022 – December 6,2022 , 736 hours in total.

1.2	Analysis	29/07/2022	06/12/2022	736h	61,250	
1.2.1	Market Evaluation and Re…	29/07/2022	12/08/2022	80h	3,814	Z Zaid Ha…
1.2.2	Interviews and Staffing	12/08/2022	10/10/2022	328h	35,132	N L
1.2.3	Requirements Specifications	10/10/2022	21/10/2022	72h	4,896	N Nour Ra…
1.2.4	Use Cases	21/10/2022	25/11/2022	200h	13,600	N Nour Ra…
1.2.5	Reporting needs	25/11/2022	06/12/2022	56h	3,808	N Nour Ra…

- **Design:**

The duration: December 6,2023 – March 24,2023 , 624 hours in total

1.3	Design	06/12/2022	24/03/2023	624h	73,269	
1.3.1	Prototype design	06/12/2022	09/01/2023	192h	40,846	N J +2
1.3.2	Architecture Design	09/01/2023	08/03/2023	336h	22,848	N Nour Ra…
1.3.3	Improving site Performance	08/03/2023	24/03/2023	96h	9,575	N S

- **Development:**

The duration: March 24,2023– August 14,2023 , 808 hours in total

1.4	Developing	24/03/2023	14/08/2023	808h	65,278	
1.4.1	Graphics and Interface	24/03/2023	02/05/2023	216h	6,856	S Sara Sae…
1.4.2	Database Implementation	24/03/2023	04/04/2023	60h	6,223	P D
1.4.3	Design, Training, and Test…	24/03/2023	27/07/2023	712h	45,568	J Jason Ta…
1.4.4	Chat bot and agent-custo…	27/07/2023	07/08/2023	56h	5,361	J S
1.4.5	Checking Compatibility to …	07/08/2023	14/08/2023	40h	1,270	S Sara Sae…

- **Products and Needs:**

  The duration: July 29,2022 – December 21,2022 , 824 hours in total.

1.5	⊟	Products and needs	29/07/2022	21/12/2022	824h	85,408	
1.5.1		Office location and rental	29/07/2022	21/12/2022	824h	56,032	Ⓝ Nour Ra...
1.5.2		Buying Work Servers, co...	29/07/2022	13/10/2022	432h	29,376	Ⓝ Nour Ra...

- **Testing and Production:**

  The duration: August 14,2023 – August 30,2023 , 96 hours in total.

1.6	⊟	Testing and Production	14/08/2023	30/08/2023	96h	22,034	
1.6.1		testing configuration	14/08/2023	18/08/2023	32h	8,559	Ⓝ Ⓙ +3
1.6.2		Reviewing Design	14/08/2023	22/08/2023	48h	10,212	Ⓝ Ⓙ +2
1.6.3		Releasing the site	22/08/2023	25/08/2023	24h	1,632	Ⓝ Nour Ra...
1.6.4		Closeout meeting	25/08/2023	28/08/2023	8h	544	Ⓝ Nour Ra...
1.6.5		Closeout documents	28/08/2023	30/08/2023	16h	1,088	Ⓝ Nour Ra...

Finally, as shown in the previous figures, the whole project needs 1 year and 2 months in total to be completed with its specification and budget**.**

As mentioned, the Gantt chart and CPM network diagram was implemented as shown in the following figures:
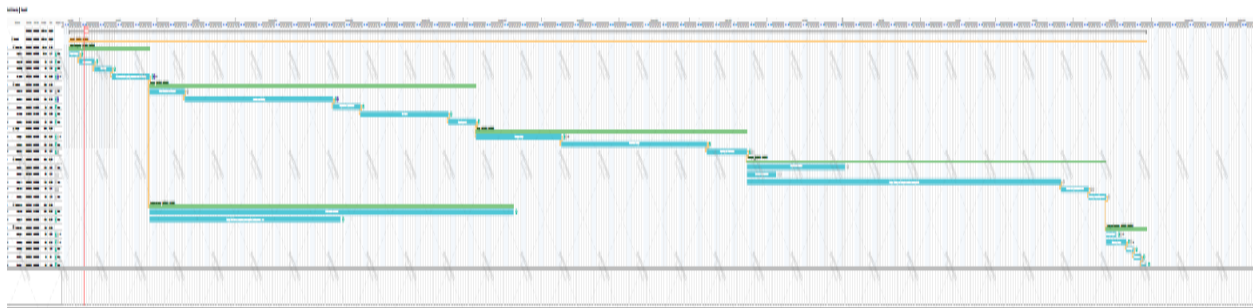
And the Gantt chart with the CPM (the activities colored in red) as shown:
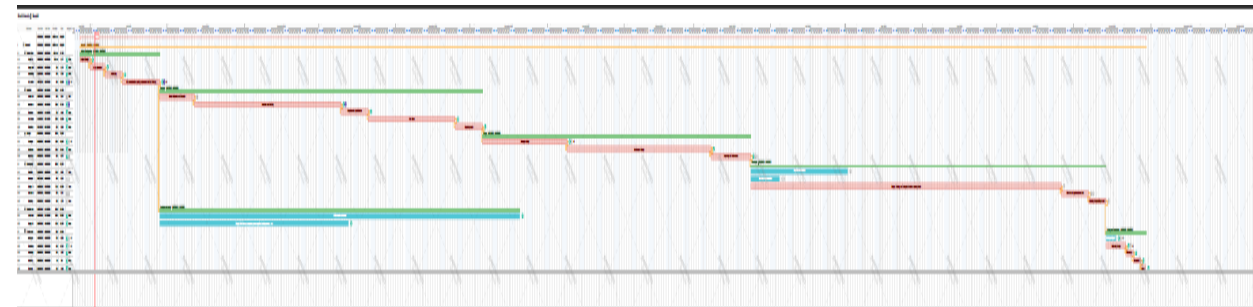
Planning Phase: Cost Estimation and Budget

We have same software **Ganttpro** to calculate the total labor cost for each task and it subtasks as shown in the following figure:

	Task name	Start date	End date	Duration	Cost	Assigned
		27/06/2022	30/08/2023	2456h 1m	334,398	
1	RecastAI	27/06/2022	30/08/2023	2456h 1m	334,398	
1.1	Project Management	27/06/2022	29/07/2022	192h 1m	27,159	
1.1.1	Project Manageme….	27/06/2022	01/07/2022	32h 1m	2,177	Nour …
1.1.2	Scope statement	01/07/2022	07/07/2022	32h	2,176	Nour …
1.1.3	Scheduling	07/07/2022	14/07/2022	40h	2,720	Nour …
1.1.4	HR, communicatio….	14/07/2022	29/07/2022	88h	20,086	+2
1.2	Analysis	29/07/2022	06/12/2022	736h	61,250	
1.2.1	Market Evaluation …	29/07/2022	12/08/2022	80h	3,814	Zaid …
1.2.2	Interviews and Sta…	12/08/2022	10/10/2022	328h	35,132	
1.2.3	Requirements Spe---	10/10/2022	21/10/2022	72h	4,896	Nour …
1.2.4	Use Cases	21/10/2022	25/11/2022	200h	13,600	Nour …
1.2.5	Reporting needs	25/11/2022	06/12/2022	56h	3,808	Nour …
1.3	Design	06/12/2022	24/03/2023	624h	73,269	
1.3.1	Prototype design	06/12/2022	09/01/2023	192h	40,846	+2
1.3.2	Architecture Design	09/01/2023	08/03/2023	336h	22,848	Nour …
1.3.3	Improving site Perf…	08/03/2023	24/03/2023	96h	9,575	
1.4	Developing	24/03/2023	14/08/2023	808h	65,278	
1.4.1	Graphics and Inter…	24/03/2023	02/05/2023	216h	6,856	Sara …
1.4.2	Database Impleme---	24/03/2023	04/04/2023	60h	6,223	
1.4.3	Design, Training, a…	24/03/2023	27/07/2023	712h	45,568	Jason---
1.4.4	Chat bot and agen…	27/07/2023	07/08/2023	56h	5,361	
1.4.5	Checking Compati…	07/08/2023	14/08/2023	40h	1,270	Sara …
1.5	Products and needs	29/07/2022	21/12/2022	824h	85,408	
1.5.1	Office location and…	29/07/2022	21/12/2022	824h	56,032	Nour …
1.5.2	Buying Work Serv…	29/07/2022	13/10/2022	432h	29,376	Nour …
1.6	Testing and Product---	14/08/2023	30/08/2023	96h	22,034	
1.6.1	testing configuration	14/08/2023	18/08/2023	32h	8,559	+3
1.6.2	Reviewing Design	14/08/2023	22/08/2023	48h	10,212	+2
1.6.3	Releasing the site	22/08/2023	25/08/2023	24h	1,632	Nour …
1.6.4	Closeout meeting	25/08/2023	28/08/2023	8h	544	Nour …
1.6.5	Closeout documents	28/08/2023	30/08/2023	16h	1,088	Nour …

And then the total cost for the whole project was calculated. The following figures show that each labor's salary per hour adding to it the heath assurance which is approximately 3 dollars per employee **per hour**. For example the estimated cost for the **project manager per hour is 68 dollar**. The total cost (labors + health insurance) until now is 334,398$ from 27/6/2022 to 30/8/2023.

User		Value	Cost	Rights	
L	Lojain Abdalrazaq lojain.jalal@gmail.com	per hour ▾	39.11	▦ ✏ ▤	Remove
N	Nour Rabee OWNER rabee.nour123@gmail.com	per hour ▾	68	▦ ✏ ▤	Remove

User		Value	Cost	
D	David Hutler	per hour ▾	54.72	Remove
J	Jason Tatum	per hour ▾	64	Remove
L	Laila Hummos	per hour ▾	60.57	Remove
P	Paul Buchheit	per hour ▾	49	Remove
S	Sara Saeed	per hour ▾	31.74	Remove
T	Tarek Habeeb	per hour ▾	60.57	Remove
Z	Zaid Hammad	per hour ▾	47.67	Remove

The needed resources and their costs to complete the project on time, within budget, and according to specifications are explained in the following table:

Resources	items	Cost per item/month
Cloud Servers	2	40$ per item
Servers	1	1500$ per item
Computers	8	1000$ per item
Electricity bills	-	300$ per month
Power Suppliers	2	200$ per item
Rented Office	1	1000$ per month
Total Cost	-	28180$

The total Cost for the whole project = 334,398$ + 28180$ + indirect costs (training courses, trips, festivals, concerts, adv., risks…etc.) = from 5000$ to10000$ = 367,578$ to 372,578$.

Planning Phase: HR, communication, Procurement, Quality

THE HUMAN RESOURCE PLAN:

Any successful HR plan should contain at least these Components, Roles, and responsibilities, Organization chart, Staffing, Training needs, Recognition, and rewards, Compliance and Safety. also in this part, our focus will be on the team, by creating RACI charter to show the roles and responsibility for each member in the team and the PM, organizational chart to show all the positions that the project has, and a team charter.

- ## RACI Charter " Responsible, Accountable, Consult, and Inform":
  To specify each one response and the other 3 things.

Project RecastAI & RACI charter

Activities	Jason Tatum	Sara Saeed	Paul Buchheit	David Hulter	Laila Hummos	Zaid Hammad	Lojain Jala
Research	I	I	I	I	I	R	C
Analysis	C	C	A	I	I	R	C
Design	I	R	C	I	I	I	C
Developing	R	R	R	A	I	I	C
Testing	A	A	R	R	I	C	C
Managing	I	I	I	I	R	I	R
Protection	I	I	I	R	C	I	I

- ## THE ORGANIZATION CHART:

The main purpose of the organization chart is to display all the different roles the project has, the used chart is the hierarchical team organization chat.
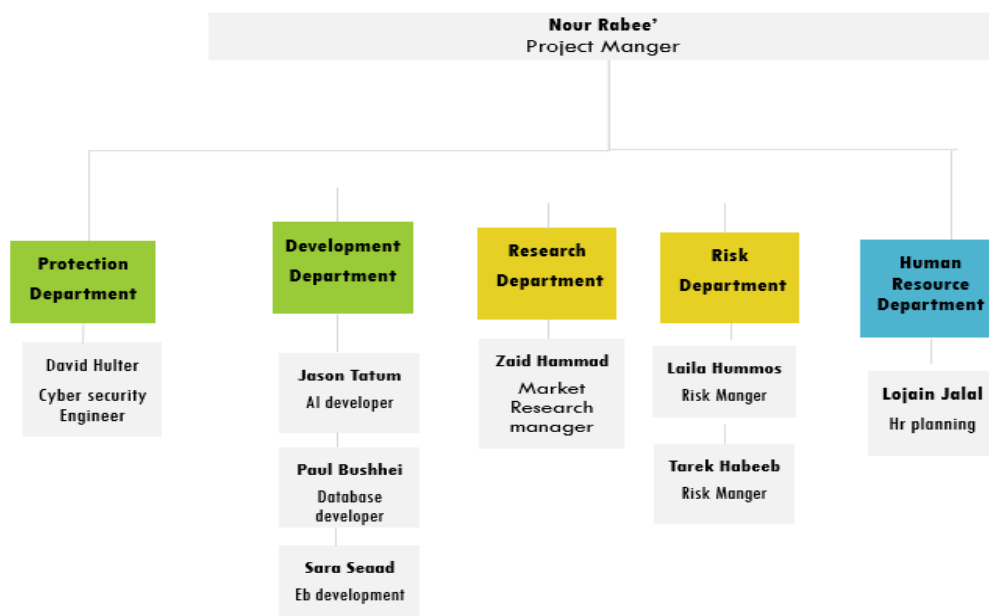
- ## Team Charter:

 The point from Team Charter is to define the team's goals and establishes limits.

PURPOS:
The aim of this group is to finish RecastAI project on the Time within the Budget and according to Specifications.

BACKGROUND

- Cut turnaround time
- Extend stakeholder's budget
- Save money using RecastAI instead of extending Generated content looks human-written
- Unique, and cannot be detected by Google as spun content.

GROUND RULES:

- Treat everyone with respect.
- Communicate openly.
- Give constructive feedback.
- Celebrate each other's accomplishments

- ## Training Needs:

In any project it's not uncommon for personnel assigned to project teams to require training. And in this project a technical training may be done to the new Development and Protection Department employees, this training to help personals to improve their skills in creating suitable algorithms and Protect the Websites form Hackers. This training usually Online using Coursera or Udemy and its period just for 3 weeks.

- ## Recognition, and rewards:

When a new Employee is assigned or when any employee's birthday, also a reward could be given to work anniversaries. As a manager job is to give in these situations a reward like a gift, cash … *"Take the Afternoon Off".*

- ## Compliance:

HR compliance is a process of defining policies and procedures to ensure your employment and work practices demonstrate a thorough understanding of applicable laws and regulations. This component of the human resource plan must list all applicable compliance requirements and explain how the project team will meet the requirements.

- An employer must follow employment laws, including applicable federal, state, and local regulations.
- A business may be subject to an audit from an enforcing agency that may levy fines and penalties for non-compliance.
- Not knowing or understanding your compliance obligations is not an acceptable legal defense.
- A lawsuit settlement can bankrupt a company.

- **Safety:**

In any HR plan, it should ensure the safety for each employee by maintain a good health and safety environment that will contribute to the organization's growth and profitability.

- Providing workers with safety training and instruction.
- Creating a safe working environment, safe equipment and safe procedures that limit any threats to worker health and safety.
- Setting up adequate safety supervision.
- Ensuring workers aren't subject to extreme mental and physical fatigue.
- Ensuring that the hours of work do not adversely affect worker safety and health.

THE QUALITY PLAN:

The quality plan provides more specific information concerning how the quality policy will be carried out daily. Sample quality policy on this project,

> NAL Engineering Compony
>
> Quality Policy
>
> NAL Engineering and Technology is committed to providing products and services that exceed customer requirements every time. Our aim is to go beyond achieving customer satisfaction to achieving customer delight. ABC's quality policy encompasses three key principles:
>
> - always Maintaining a customer focus.
> - Continually improving the performance of our processes, people, and products.
> - Maintaining a quality-first corporate culture.
>
> The decisions, behavior, and actions of all personnel in our organization will be guided by this policy.

- **The Measures Used in the Plan:**

1. Objective Function, a mathematical formula that needs to be minimized or maximized to solve a specific problem using AI.
2. To better understand how accurately an algorithm makes a classification, a classification algorithm assigns a new data point to an existing category.
3. Mean Absolute Error is one of the simplest and most popular metrics for determining the accuracy of predictions from regressions.

- ## How to Improve Our Quality Plan:

To Improve the Quality, the first step is to identify the problems and then find the suitable solution. In this project we used the Fishbones method to identify the root cause.

Cause and Effect Diagrams
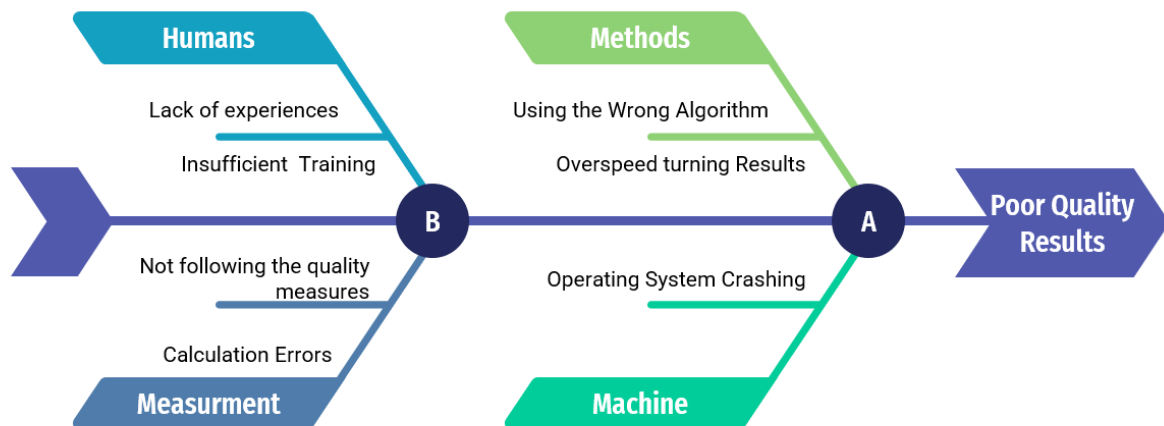
The main Problem here is the poor-Quality results **" in accuracy specially",** the appropriate solution is, creating a team his only responsibility is to ensure that the product is according to specifications, and their name is Quality Assurance, their mission start

1) **Handling Missing Values & Outliers:**
   having data that is missing values or contains outliers, the models will likely be less accurate. This is because missing values and outliers can cause the model to make incorrect assumptions about your data.

2) **Try Multiple Algorithms:**
   A common mistake is to only try one algorithm when training model. While this might work if you have a lot of data and it's easy enough for the algorithm to learn from, most real-world datasets are much more complex than that. There will likely be some features in your dataset that don't contribute much to the accuracy of your model and removing them will only make things worse. This is where using multiple algorithms can be helpful.

The COMMUNICATION PLAN

A communication plan plays an important role in the project by creating written documentation everyone can turn to, setting clear expectations for how and when updates will be shared, increasing visibility of the project and status, boosting the productivity of team meetings, and finally the project continues to align with goals.

The following tables shows the communication plan grouped by delivery method such as **Email, meetings**, or **Team Gantt** to make the communication easier.

Communication	Frequency	Goal	Owner	Audience
Email				
Project Status Report	Weekly	Review project status and discuss potential issues or delays.	Project Manager	Project Manager and Project Sponsor
Meetings				
Team standup	Daily	Discuss each team member did yesterday, what they will do today.	Project Manger	Project Team
Project Review	At milestones	Present project deliverables, gather feedback, and discuss next steps.	Project Manger	Project Team and Project Sponsor
Post-mortem meeting	At the end of the project	Assesses what worked, and what did not work and discuss actionable takeaways.	Project Manager	Project Team
TeamGantt				
Task Progress Update	Daily	Share daily progress made on project tasks.	Project Manager	Project Team

THE PROCUREMENT PLAN

It's a document that is used to manage the process of finding and selecting a vendor. Justifies the need for an external supplier and explains how the process of finding a supplier will be performed.

Product, service, Good	Responsible Supplier	Quantity	Date of arrive
Cloud Servers	Software and hardware company (Asal Company).	2	July 25 ,2022
Computers	Paltech Company	8	May 11, 2022
Power Suppliers	JDECO	4	August 13, 2022
SQL Servers	Software and hardware company (Proengineer).	1	Feb 10, 2022

- **Contract Type:**

The Type of Contract that will be used with our suppliers is the Firm fixed contract. We chose this contract because it's very popular in business word and it is the most guaranteed document with zero risk in cost.

Planning Phase: Risk Management

Risk management is a driven attempt to find the risks that are associated with the project, and it is done in sequential steps, starting from identification the risk team, Risk Breakdown Structure, Risk method, analysis and then determine the right risk response.
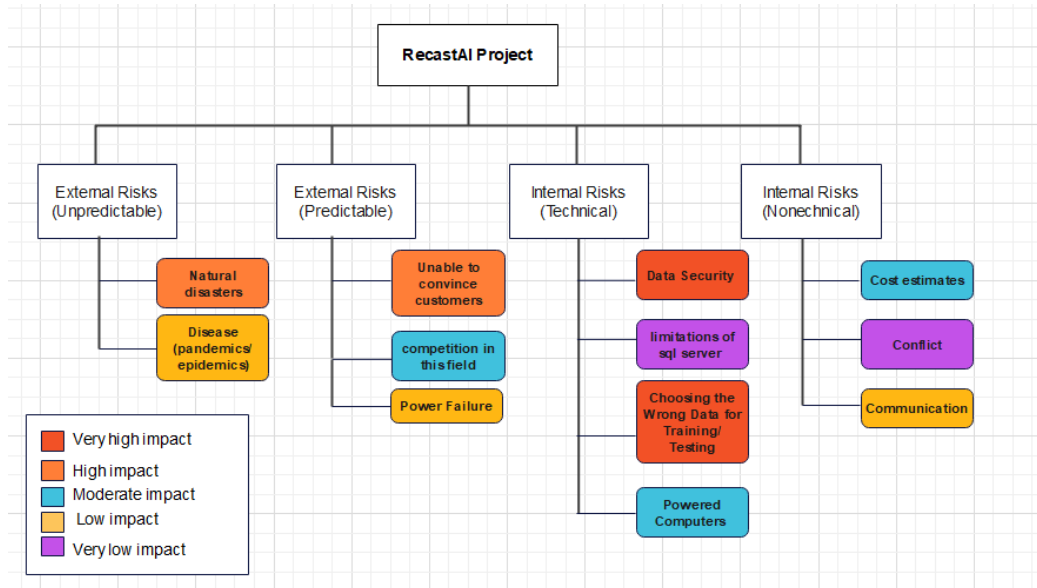

Figure 1

For this project, the project team is the project manager and one personnel. The Risk Breakdown Structure is shown in the below figure.

This Break Down structure, shows risk classification that the risk team did, also shows their analysis using qualitative risk analysis.

Risk Name	*Probability*	*Impact*	*Risk Value*
Power failure	0.3	0.6	0.18
Disease	0.1	0.5	0.05
Unable to Convince Customers	0.7	0.7	0.49
Competition in this Field	0.6	0.4	0.24
Data Security	**0.9**	**1.1**	**0.99**
Limitations of SQL Servers	0.5	0.6	0.3
Choosing the Wrong Data for Training/Testing	**0.8**	**0.9**	**0.72**
Cost Estimate	0.4	0.7	0.28
Conflict	0.3	0.2	0.06
Communication	0.4	0.4	0.16
Powered Computers	0.5	0.7	0.35
Natural disasters	0.7	0.6	0.42

After analysing the risks, the next step is to do the risk response by talking the right action toward the existence of a risk. There are different approaches, eliminate the conditions that allow the risk to exist, minimize the probability of the risk occurring and/or the likelihood that it will occur or sharing - transfer the risk.

- **Data Security**, the recommended response is to **Eliminate** - this risk, by providing Security engineers.
- **Power Failure**, the recommended response is to **Minimize its effect** - , by providing backup systems and generators. This is going to affect the budget of the project, and the schedule plan.
- **Disease,** the recommended response is to **Minimize its effect** - , by investing in Healthcare Monitoring Solutions such as fever detection stations , this it will keep track of employee health, you can more easily identify when someone might be coming down with an illness.
- **Cost Estimate,** the recommended response is to **Minimize its occurs** - this risk, by providing a very accurate cost management.
- **Conflict,** the recommended response is to **Minimize its occurs** this risk, by providing a very good HR plan.
- **Communication,** the recommended response is to **Minimize its occurs** - this risk, by ensuring that everyone is on the same page. Begins a new project with another team or welcomes new members, it can be beneficial to have a brief discussion on communication styles and preferences.
- **Competition in this Field,** the recommended response is to **Minimize its occurs** this risk, by Improving interpersonal skills, and widen your network. And improve our marketing
- **Limitations of SQL Servers,** the recommended response is to **Eliminate** - this risk, by providing all the needed equipment. This is going to affect the budget of the project.
- **Choosing the Wrong Data for Training/Testing,** the recommended response is to **Eliminate** this risk, by staffing a AI engineer that examine the data set and eliminate the unwanted or irrelevant data, helping the AI model work with better accuracy.
- **Natural Disasters,** this risk we cannot handle it her in Palestine, because of the State situation, and at the same time because of our geographic location we do not face any of earthquakes or Hurricanes and we do not have any volcanoes.
- **Powered Computers,** the recommended response is to **Eliminate** **this** risk, buying the needed equipment.

Execution: Team Building

• Mission Statement:

Project RecastAI is a new release of is an automatic spinning tool that rewrites entire sentences and paragraphs so you can get new unique content. This allows RecastAI to create advanced paragraph and document-level spins based on its incredible understanding of the content . The mission of this team is to complete the project on time, within budget, and according to specifications.

• Team-Related Responsibilities of Project Managers:

After identifying the team members, the team consists of an AI developer, a web developer, cyber security scientist, risk Managers, and an HR manger. Each one has his responsibility as follows,

- **AI Developer:** Has the responsibility of building the needed algorithm, collect the needed data and test and train the Data.
- **Web Developer**: Has the responsibility of build the project website, Design the logo, and develop any web solution.
- **Cyber security scientist:** Has the responsibility of Protect the Data by cyber techniques.
- **Risk Managers**: there responsibility is to find the risks in each phase and do a mange for it.
- **HR manger:** Responsible for the day-to-day planning and execution of the high-level strategies of the HR department, plan and develop new recruitment strategies, oversee staff benefits.

Team Charter

- ## Mission Statement:

Project RecastAI is a new release of is an automatic spinning tool that rewrites entire sentences and paragraphs so you can get new unique content. This allows RecastAI to create advanced paragraph and document-level spins based on its incredible understanding of the content . The mission of this team is to complete the project on time, within budget, and according to specifications.

- ## *Ground Rules*

As we work together to accomplish the team's mission, members will be guided by the following

- ### Treat everyone with respect:
  Respect is the consideration that employees show for someone's time, work and ideas, and helps work go smoothly.
- ### Communicate openly:
  Communicating openly means that team members and team leaders communicate freely concerning work.
- ### Give constructive feedback:
  Constructive feedback is actionable, objective feedback that employees can use to improve their work quality.
- ### Celebrate each other's accomplishments:
  Striving to celebrate each other's accomplishments means that milestone goals, project goals and daily goals may be a cause for celebration.

- ## *Project Goals/Milestones*
  1. *Kickoff Meeting Jun, 26*
  2. *Project management Jun, 27*
  3. *Product and Needs July, 29*
  4. *Analysis July, 30*
  5. *Design December, 6*
  6. *Developing March, 24*
  7. *Testing the Product August, 14*