Project Plan

Travel Advisor

Primary Instructor	Anjana Shah
Team Member	Vishvarajsinh Rana
Team Member	Taric Folkes
Team Member	Vien Nguyen
Team Member	Arnur Azangaliyev

Team Member	Maitri Patel

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1. Executive Summary

*The following describes the project to be executed.

Objective	To address customer needs of finding a reliable website for traveling including searching places, reviewing places, and watching condition of place, to solve tasks for admins who want to have equivalent dashboard to manage the website properly
Corporate Goals Addressed	Provided a highly responsive website with friendly UX/UI for customer, applied newest technology to develop the website which giving exactly results that users want to search, debugged the website carefully to make sure the website running without any problem and user can use the website with high security.
Planned Start Date	Sep 23, 2022
Planned End Date	March 31, 2023

2. Project Approvers, Reviews and Distribution List

Approvers, reviewers, and distribution list:

Project Role	Name	E-mail	Date
Stakeholder	Vishvarajsinh Rana	Vishvarajsinh.Rana@georgebrown.ca	9 Oct 2022
Developer	Vien Nguyen	Vien.Nguyen@georgebrown.ca	10 Oct 2022
Developer	Arnur Azangaliyev	Arnur.Azangaliyev@georgebrown.ca	9 Oct 2022
Developer	Taric Folkes	Taric.Folkes@georgebrown.ca	9 Oct 2022
Developer	Maitri Patel	MaitriAmit.Patel@georgebrown.ca	9 Oct 2022

3. Scope

In Scope	Out of Scope
Project objective: aims to travelers who want to search for place they want to visit including reviews, images, and rating.	Create navigation system that navigate users to places they want to visit
Timeline: completing the project in 7 months.	Publishing the completed app to apple store and CH play
Budget: $CAD 10,000	Making booking system with travelers and service providers.
Constraints: team might have not enough knowledge about newest	Making marketing strategy though social media or any other ads providers

technology to build completed web app.	

4. Deliverables

*This project will deliver the following.

Deliverable	Description
Project vision	the overall grand idea of where the team or project is going
Prepare project plan	Identify project timeline and milestone
Project requirement	the features, functions, and tasks that need to be completed for a project to be deemed successful
UX/UI design	the design of user interfaces for machines and software, such as computers, home appliances, mobile devices, and other electronic devices, with the focus on maximizing usability and the user experience
Build database	a permanent repository of the process performance data from projects; it can be used for project planning, estimation, analysis of productivity and quality, and other purposes.
Admin dashboard	provides convenient shortcuts for common management tasks, some server information, and Review Board project news updates.

5. Assumptions

- Technology will remain consistent through the project.

- The team members will work and commute closely together until the project completed.

- Project team member will have the resources they need to complete their individual tasks on time, from specialized equipment and software to electricity during working hours.

- All equipment will be in working good condition through the project cycle.

6. Dependencies

- Finish-to-start: a wireframe needs to be completed before start coding user interface.

- Finish-to-finish: website features can't be completed until figuring out project requirements.

- Start-to-start: building wireframe, database, website server and user interface … can't be start until project plan has been done.

- Start-to-finish: a new software installation must start before the old installation can be stopped.

7. Risk Management

Potential Risk	Severity (H/M/L)	Likelihood (H/M/L)	Management Strategy
Project purposes and needs are not well design	M	H	Complete a business case if not already provided and ensure purpose is well defined on Project Charter and PID.
Project design and deliverables is incomplete	L	H	Define the scope in detail via design workshops with input from subject matter experts.
Project schedule is not clearly design or understood	L	M	Hold scheduling workshops with the project team so they understand the plan and likelihood of missed tasks is reduced. Share the schedule and go through upcoming tasks at each weekly project progress meeting.
Lack of communication, causing lack of clarity and confusion	H	M	Write a communication plan which includes: the frequency, goal, and audience of each communication. Identify stakeholders early and make sure they are considered in the communication plan. Use most appropriate channel of communication for audience
Added workload or time requirements	L	H	No ability to reduce likelihood.

because of new direction, policy, or statute.			
Stakeholder action delays project.	M	L	Notify appropriate authorities and follow internal procedures
Unresolved project conflicts not escalated in a timely manner	H	H	Hold regular project team meetings and look out for conflicts. Review the project plan and stakeholder engagement plan for potential areas of conflict
Unplanned work	M	H	check all the plans and scope of project. Document all assumption and communicate clearly to the project manager

8. Communication

- **Reporting**

*The following reports will be produced:

Report	Audience	Frequency
Progress report	Vishvarajsinh Rana Taric Folkes Vien Nguyen	twice a week

	Arnur Azangaliyev Maitri Patel	

- **Meetings**

*The following meetings/communication will be established;

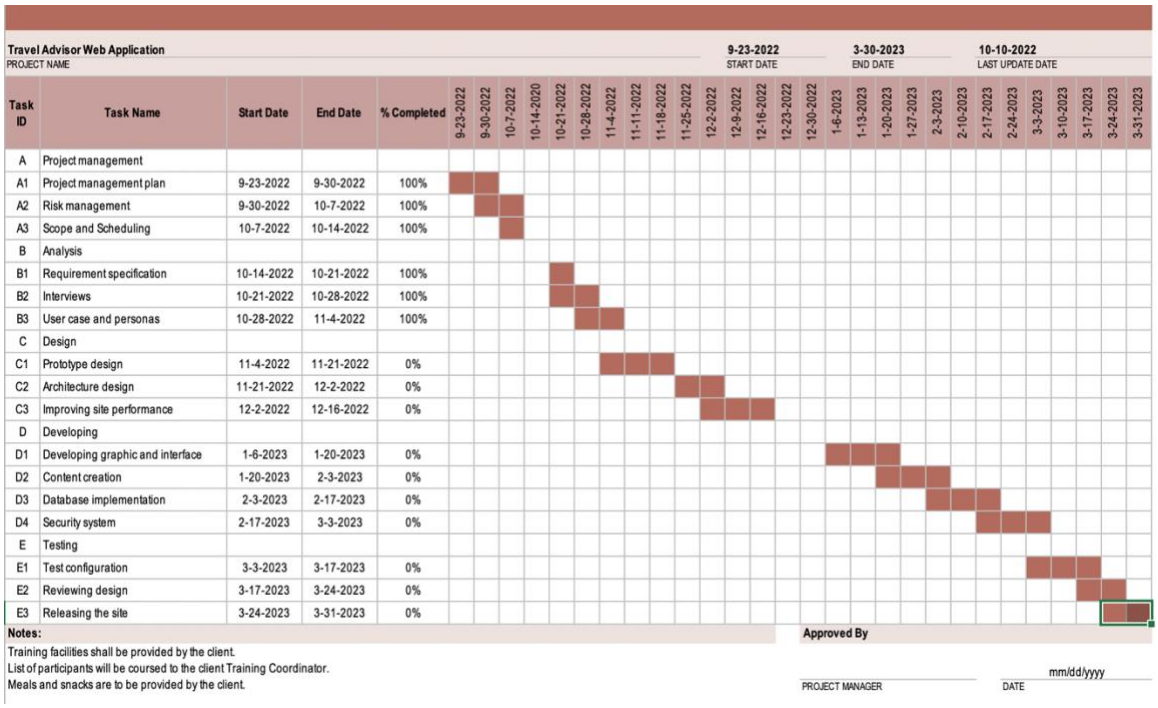
Meeting	Purpose	Attendees	Frequency
1	Discuss about is there any boundaries that make tasks difficult to solve	Vishvarajsinh Rana Taric Folkes Vien Nguyen Arnur Azangaliyev Maitri Patel	Once a week
2	Discuss about what to do next in the project	Vishvarajsinh Rana Taric Folkes Vien Nguyen Arnur Azangaliyev Maitri Patel	Once a week

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 management plan, scope, scheduling, risk management	3 weeks	none
B	Analysis requirement specifications, interviews, use cases, personas	3 weeks	A
C	Design system, prototype design, architecture design, improving site performance	6 weeks	A, B
D	Developing graphic and interface, content creation, database implementation, security system	8 weeks	C
E	Test configuration, reviewing design, releasing the site.	4 weeks	C, D

10. Gantt Chart



Travel Advisor Web Application
PROJECT NAME

9-23-2022
START DATE

3-30-2023
END DATE

10-10-2022
LAST UPDATE DATE

Task ID	Task Name	Start Date	End Date	% Completed
A	Project management			
A1	Project management plan	9-23-2022	9-30-2022	100%
A2	Risk management	9-30-2022	10-7-2022	100%
A3	Scope and Scheduling	10-7-2022	10-14-2022	100%
B	Analysis			
B1	Requirement specification	10-14-2022	10-21-2022	100%
B2	Interviews	10-21-2022	10-28-2022	100%
B3	User case and personas	10-28-2022	11-4-2022	100%
C	Design			
C1	Prototype design	11-4-2022	11-21-2022	0%
C2	Architecture design	11-21-2022	12-2-2022	0%
C3	Improving site performance	12-2-2022	12-16-2022	0%
D	Developing			
D1	Developing graphic and interface	1-6-2023	1-20-2023	0%
D2	Content creation	1-20-2023	2-3-2023	0%
D3	Database implementation	2-3-2023	2-17-2023	0%
D4	Security system	2-17-2023	3-3-2023	0%
E	Testing			
E1	Test configuration	3-3-2023	3-17-2023	0%
E2	Reviewing design	3-17-2023	3-24-2023	0%
E3	Releasing the site	3-24-2023	3-31-2023	0%

Notes:
Training facilities shall be provided by the client.
List of participants will be coursed to the client Training Coordinator.
Meals and snacks are to be provided by the client.

Approved By

PROJECT MANAGER

DATE mm/dd/yyyy

11. Milestones

Major Activity or Milestone	Estimated Milestone Target date	Owner/Reviewer Team Members
Project management	Oct 14 2022	Vishvarajsinh Rana Vien Nguyen Arnur Azangaliyev Taric Folkes Maitri Patel
Analysis	Nov 04 2022	Vishvarajsinh Rana Vien Nguyen Arnur Azangaliyev

		Taric Folkes Maitri Patel

12. RAM – Responsibility Assignment Matrix

Project Team Responsibilities

Project Name: Travel Advisor

Task	Vien	Vishvarajsinh	Arnur	Taric
Project management	P	S	S	
Analysis		P	S	S
Design		S	P	S
Developing	P	S	S	
Testing	S	S		P

P – Primary Responsibility

S – Secondary Responsibility

13. Approval

Name	Project Role and Functional Area	Date Signed
Vishvarajsinh Rana	Stakeholder	10/10/2022
Vien Nguyen	Developer	10/10/2022
Arnur Azangaliyev	Developer	10/10/2022
Taric Folkes Maitri Patel	Developer Developer	10/10/2022 10/10/2022