Quality management plan for project: AHI App Development

Part I: Project objectives (reference project charter)

1. Deliver a fully functional AHI app that meets the defined key functionality requirements.
2. Ensure the app design and development are completed within the allocated budget and timeline.
3. Conduct thorough testing to guarantee a high-quality, bug-free app at launch.
4. Implement IT infrastructure upgrades to support the app's performance and security requirements.
5. Launch the app successfully and ensure it is well-received by the target users.
6. Monitor app performance post-launch and plan for future updates and improvements.
7. Document all project processes, outcomes, and lessons learned for future reference.

Part II: Project quality team (Project Manager, QA, QC, SME)

Name	Role	R (Responsible)	A (Accountable)	C (Consult)	I (Inform)
Cary Manning	Project Manager	X	X		
John Smith	Quality Assurance (QA)			X	X
Emily Davis	Quality Control (QC)	X	X		
Michael Lee	Subject Matter Expert (SME)			X	X
Sara Wilson	IT Manager	X			X
Tom Brown	Development Lead	X			X
Linda White	Marketing Lead			X	X

Quality assurance activities (quality audits)	Quality control activities (quality inpections)
Conduct regular quality audits during the development and testing phases to ensure compliance with project standards.	Carry out code reviews and inspections to identify and correct defects during the development phase.
Review and update the quality management plan regularly to adapt to any project changes or updates.	Execute functional and non-functional testing to validate the app's performance against defined requirements.
Perform documentation reviews and audits to ensure that all project documentation is complete, accurate, and up to date.	Conduct user acceptance testing (UAT) to ensure the app meets user expectations and is ready for deployment.
	Inspect and validate the implementation of IT infrastructure upgrades to ensure they meet the necessary performance and security standards.
	Perform post-launch inspections to monitor the app's performance and identify any issues that require immediate attention.

Communications plan template for project: AHI App Development					
Communications item forum (What)	**Owner (Who-Sender)**	**Audience (Who-Receiver)**	**Timing (When)**	**Format medium (How) (Where)**	**Purpose (Why)**
Project Kickoff Meeting	Project Manager	Project Team, Stakeholders	Start of Project	In-person/Virtual Meeting	Align on project scope, objectives, and timeline
Weekly Status Report	Project Manager	Stakeholders, Project Team	Weekly (Fridays)	Email/Project Management Tool	Update on project progress, risks, and issues
Design Review Meeting	Design Lead	Project Team, QA, SME	After Initial Design Draft	In-person/Virtual Meeting	Gather feedback on initial design and finalize requirements
Development Progress Check	Development Lead	Project Manager, QA, SME	Bi-weekly during Development Phase	Virtual Meeting	Ensure development aligns with design specifications and timeline
Testing Phase Update	QA Lead	Project Manager, Development Team	Midway through Testing Phase	Email/Project Management Tool	Report on testing progress, defects found, and fixes implemented
App Launch Meeting	Marketing Lead	Project Team, Stakeholders	One week before Launch	In-person/Virtual Meeting	Finalize launch plans, review marketing strategies, and prepare for release
Version: 01			Date: 18 August 20xx		

Project: AHI App Development
Date: 18 August 20xx

#	Cause (condition/situation)	Event	Impact	Risk owner	Category	Probability risk rating	Impact risk rating	Risk score	Trigger	Response
1	Lack of skilled developers	Delay in development phase	Project timeline is extended by 2 months	Project Manager	Resource Risk	4 (High to moderate)	4 (High to moderate)	16	Development milestones not met	Begin early hiring process, outsource if necessary
2	Poor initial design specifications	Rework required in development	Increased cost and delayed project timeline	Design Lead	Technical Risk	3 (Moderate)	4 (High to moderate)	12	Design issues identified during review	Implement a design review and validation process
3	Insufficient testing resources	Critical bugs found in production	Negative user experience, increased costs	QA Lead	Quality Risk	4 (High to moderate)	5 (High)	20	Major defects found during late testing phase	Allocate additional testing resources earlier in the project
4	Budget constraints	Inability to complete key features	Reduced functionality, missed project scope	Project Sponsor	Financial Risk	3 (Moderate)	5 (High)	15	Cost overruns detected in budget reports	Reprioritize features, seek additional funding
5	Regulatory changes	Non-compliance with legal requirements	Project must be redesigned, delayed launch	Compliance Lead	Compliance Risk	2 (Moderate to low)	5 (High)	10	New regulations announced	Monitor regulatory updates, plan for contingencies
Total Risk Score								73	Risk Exposure	

Probability risk rating		Impact risk rating
5: High		5: High
4: High to moderate		4: High to moderate
3: Moderate		3: Moderate
2: Moderate to low		2: Moderate to low
1: Low		1: Low