SEG 4105: Check Point Guide

The purpose of project check point is for the TA to give you early feedback, so that if you are not on the right track for certain things, you can adjust your plan for correction. For check point 1, you will need to submit:

1- Software Project Management Plan, which must contain (not necessarily in this order):

- Assumptions and Constraints (in details)
- Organization style (in details, including roles and responsibilities)
- Development Methodology (in details)
- Estimation method (in details)
- Requirements (briefly, just a high level use case diagram)
- WBS (roughly, including dependencies)
- Schedule (roughly)
- Budget (roughly)
- Staff training plan (if applicable, roughly)
- Configuration Management plan and Environment (roughly and briefly)
- Change Control plan (in details)
- Risk Management plan (briefly)

2- Software Requirements Specification, containing:

- Assumptions and Constraints (briefly)
- Requirements (in details), consisting of:
    - Functional requirements (would be nice to use Use Case Diagrams, User Stories, or something similar).
    - Non-functional requirements
    - External/internal interfaces

3- Software Design Document, high level at this point

4- Risk Management Plan, containing:

- How risks were/are to be identified
- How risks were/are to be analyzed
- How risks were/are to be mitigated
- How risks will be controlled

5- Configuration Management Plan, high level at this point

It is understood that many of the above will be incomplete or approximate. That is fine. However, those marked as "in details" should pretty much be complete by now, with the understanding that they might change a bit in the future.

For Check Point 2, you will submit the same things, except more detailed information will be known by then. So, many of the items marked as "roughly" or "high level" will be detailed.