Task Prioritisation

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| Version Number | Date |
| 2 | 04/03/19 – 03/04/19 |

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| Task Priorities | | |
| Task Name | Goal Date | Action Owner |
| Quality Manual | 31/03/19 | Ryan Pickering |
| Code of Conduct | 31/03/19 | Ryan Pickering |
| Risk Analysis | 31/03/19 | Ryan Pickering |
| System Purpose Statement | 10/03/19 | Ethan Roe |
| UML Use Case Diagram | 17/03/19 | Ethan Roe |
| Use Case Descriptions | 17/03/19 | Ethan Roe |
| Class Diagram | 17/03/19 | Matthew Pritchard |
| State Machine Diagrams | 17/03/19 | Matthew Pritchard |
| Sequence Diagrams | 17/03/19 | Matthew Pritchard |
| Complete database | 10/03/19 | All Team Members |
| Job Progress Component | 07/04/19 | Ryan Pickering |
| Task Allocation Component | 07/04/19 | Matthew Pritchard |
| User Account Component | 07/04/19 | Matthew Randle |

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| Secondary Tasks | | |
| Task Name | Goal Date | Action Owner |
| Statistics Component | 28/04/19 | Ryan Pickering |
| Progress Report | Continuous | Ryan Pickering |
| State Machine Diagrams | 17/03/19 | Matthew Pritchard |
| Job Delay Component | 07/04/19 | Ethan Roe |

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| Desirable Tasks | |
| Task Name | Action Owner |
| Create a notification system that emails the relevant members when a task is overdue. | Matthew Pritchard |

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| Notes |
| The team agreed that extra time may be required for some tasks due to another module assessment deadline.  Tasks such as the Job Progress, Task Allocation and User Account will all run over into the next reporting period.  Matthew Randle should start the User Account component as soon as possible to allow other team members to be able to access different user accounts. |