Inspect
Transition Iteration 1 Plan

1. Key milestones

Milestone	Date
Iteration start	23 Sep
External User Testing Round 1	Variable
Resolve Issues Found	Variable
Iteration stop	2 Oct

2. High-level objectives

Objective	Criteria
External User Testing	Send out package to external testers in order to get feedback on the application and note any issues found.
Resolving Issues Found	Resolve issues found from external user testing

3. Work Item assignments

The following Work Items will be addressed in this iteration:

Work Item ID	Name or keywords of description	Outcome	State	Assigned to (Name)	Est. Hours	Hours Worked	Estimate of hours remaining
1.0	**Create Distribution Package for testers**	Create package/email to send to Testers					
1.1	Initial draft of welcome email			Michael		1	
2.0	**Process feedback from Surveys**	Process responses from survey in order to find any issues					
3.0	**Resolve issues**	Resolve issues notes by testers					
4.0	**Project Management**	Individual tasks assigned, iteration plan, trello, team meetings		Michael Jasmine Conrad Elias	4 4 4 4		
4.1	Team / Oversight meeting			Michael Jasmine Conrad Elias	2 2 2 2		
4.2	Create Iteration Plan			Jasmine	1		
4.3	Complete Iteration plan.			Michael Jasmine Conrad Elias	1 1 1 1		
5.0	**Finalise all work items and upload to repo**	All work items finalized and upload to repo.		Michael Jasmine Conrad Elias	4 4 4 4		
5.1	Finalise iteration plan			Jasmine			
5.2	PMAS Links			Jasmine			
6.0	**Blog**			Michael Jasmine Conrad Elias	1 1 1 1		

4. Issues

Issue	Status	Notes

5. Assessment

Assessment target	Complete all Objectives by the end of iteration.
Assessment date	
Participants	
Project status	

·   **Assessment against objectives**

·   **Work Items: Planned compared to actually completed**

·   **Assessment against Evaluation Criteria Test results**

·   **Other concerns and deviations**