

Software Engineering Group Project Project Plan

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1 INTRODUCTION

1.1 Purpose of this Document

The purpose of this document is to outline our project plan, to provide data on the time frame in which tasks are to be completed and to provide information on risks associated with the project, and how their effects may be mitigated.

1.2 Scope

This document specifies the time frame in which we aim to begin and complete tasks and the team member(s) who will work on each task. This document also highlights any risks involved with the project with regard to delays, and includes instruction on how the effects of such delays can be mitigated.

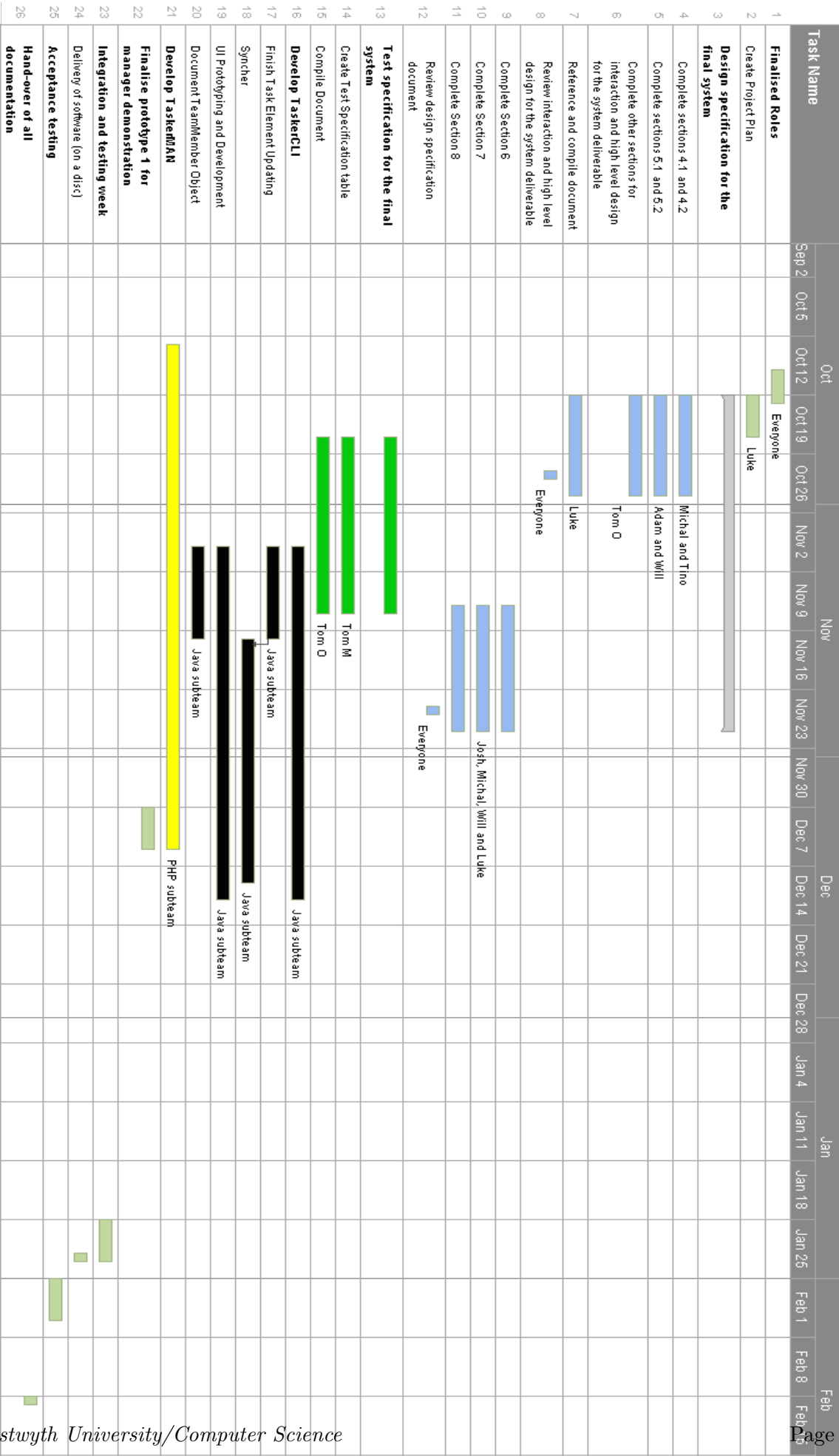
This document should be read and closely monitored by all project members. It is assumed that the reader is already familiar with QA document SE.QA.05b [1].

1.3 Objectives

The objectives of this document are as follows:

- To provide group members with a prior knowledge of when major milestones will be targeted.
- Illustrate the optimal dates for the beginning and completion of tasks/subtasks.
- Outline group member(s) who will be responsible for the completion of each task.
- Identify parts of the plan with potential to cause delay, as well as any outside factors that could make task completion longer than necessary.
- Advise on course of action in the event of a delay occurring.

2 GANTT CHART



3 RISK ANALYSIS

Risk	Probability of Risk 0-10	Risk Severity 0-10	Risk Description	Prevention Procedures
Illness to member(s) of group	5	3	One or more members of the group are absent	Agile workload distribution, roles can be reallocated
Members not uploading to GitHub	5	8	A group member fails to upload their work to GitHub	Disciplinary action enforced by project leader
Unit testing not adequate	4	9	Testing falls below specifications	Enforce a testing team with multiple members with a wide skill range
Failure to understand brief requirements	5	5	Member of the group does not understand specific requirements	Have project leader seek clarification from superiors
University network malfunctioning	2	7	The university network is not working	Ensure group members have a backup of work they are currently working on
Members go over 80 hour limit	5	10	Group member goes over the allowed 80 hour limit	Reallocate work to different members of the group with less work time
Skill levels are not adequate	5	6	Members of the group have a low level of skill in specific areas	Assign group members tasks according to their strengths
Members misunderstanding what is asked of them	4	7	Some members of the group may not understand what they have been assigned to do	Have meeting minutes uploaded as soon as possible in clear detail

REFERENCES

- [1] *Software Engineering Group Projects* General Documentation Standards. C. J. Price, N. W. Hardy, B.P. Tiddeman SE.QA.03. 1.8 Release.

DOCUMENT HISTORY

Version	CCF No.	Date	Changes made to Document	Changed by
1.1	N/A	2015-20-11	Updated Risk Analysis and Gantt Chart	Luke Jones
1.0	N/A	2015-10-22	Initial creation	Luke Jones