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# Introduction

This project management documentation is compiled for the project team of *WEB CA* for *Entelect Software (Pty) Ltd.* It will be used to manage all the different resources and aspects of the project in such a way that it will ensure the successful delivery of the *WEB CA* project.

It will include a summary of progress, activity analysis of each deliverable, problems and issues encountered during the progress of the project, as well as attachment of the weekly minute meeting and the project plan.

# General Project Information

|  |  |  |
| --- | --- | --- |
| **Project Information** | | |
| Project Title | Web CA | |
| Team Title | TERA | |
| Start Date | 2014/04/03 | |
| End Date | 2014/10 | |
| Client | Entelect Software (Pty) Ltd | |
| Client Contact | Rishal Hurbans rishal@entelect.co.za | |
| Project Team | Christo Brits | U11080923 |
|  | Stephan Dawid Viljoen | U11008408 |
|  | Christopher David Crossman | U10134842 |
| Project Leader | Christo Brits | |

# General Document Information

|  |  |
| --- | --- |
| **Document Information** | |
| Start Date |  |
| End Date |  |
| Directory URL | https://github.com/MrBrits/COS301\_MainProject\_Entelect |

# Summary of Progress Report

|  |
| --- |
| **Deliverable 01: 11/03 - 18/03** |
| ☑ Research | |
| ☑ Chose clients | |
| ☑ Set up tenders for 4 clients | |

|  |
| --- |
| **Deliverable 02: 19/03 – 26/03** |
| ☑ Research | |
| ☑ Create presentation | |
| ☑ Draw diagrams | |
| ☑ Create Software Documentation | |
| ☑ Establish stucture for software layers | |

# Activity Analysis

|  |  |  |
| --- | --- | --- |
| **Milestones** | **Due Dates** | **Completed** |
| Project Tenders | 2014/03/18 | ☑ |
| Software Documentation & Presentation | 2014/05/26 | ☑ |
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# Problems and Issues

### Previous Deliverable Problems and Issues

|  |  |
| --- | --- |
| **Problem** | **Solution** |
| Communication problems for designing diagrams | Addressed the situation by means of communicating openly about the situation |
| Members were not able to take part in the creation of Software Documentation | Unresolved |
|  |  |
|  |  |

### Current Deliverable Problems and Issues

|  |  |
| --- | --- |
| **Problem** | **Solution** |
| No Problems so far |  |
|  |  |
|  |  |

# Meeting Minutes

| **Project Name:** | Web CA | | |
| --- | --- | --- | --- |
| **Date of Meeting:** (DD/MM/YYYY) | 03/04/2014 | **Location:** | Entelect Office |
| **Minutes Prepared By:** | Christo Brits | **Charge time to:** | 10:00 |

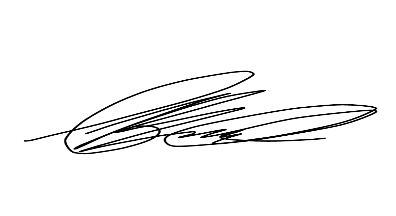
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| --- |
| 1. Purpose of Meeting |
| Introduction |

|  |  |  |
| --- | --- | --- |
| 2. Attendance at Meeting | | |
| **Name** | **E-mail** | **Phone** |
| Christo Brits | [cbrits@live.com](mailto:cbrits@live.com) | +27 (0) 79 572 1671 |
| Stephan Dawid Viljoen | [stephanus.daar@gmail.com](mailto:stephanus.daar@gmail.com) | +27 (0) 81 349 0048 |
| Christopher David Crossman | [crossman.cd@gmail.com](mailto:crossman.cd@gmail.com) | +27 (0) 82 804 7797 |
| Rishal Hurbans |  |  |
| Sheldon Lyne |  |  |

|  |
| --- |
| 3. Meeting Agenda |
| * Team Introduction * Project Introduction * View and Goal of Project |

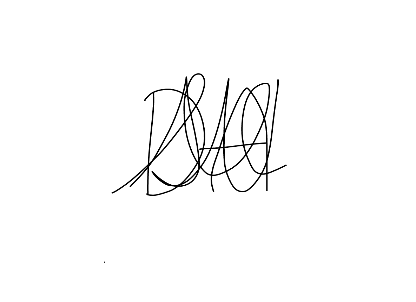
| 4. Meeting Notes, Decisions, Issues |
| --- |
| * Interests were shown from both parties |

| 5. Team Members Sign-Off |
| --- |

I hereby agree that I have read, understood and agreed with the content of the meeting as set out above

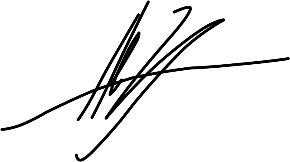
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Christo Brits Date



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Stephan David Viljoen Date



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Christopher David Crossman Date

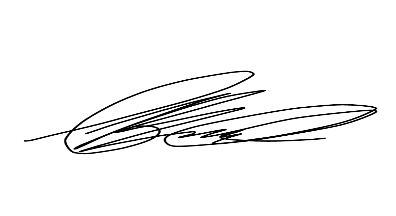
| **Project Name:** | Web CA | | |
| --- | --- | --- | --- |
| **Date of Meeting:** (DD/MM/YYYY) | 16/05/2014 | **Location:** | Entelect Office |
| **Minutes Prepared By:** | Christo Brits | **Charge time to:** | 10:00 |

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| 1. Purpose of Meeting |
| Establish Requirements |

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| 2. Attendance at Meeting | | |
| **Name** | **E-mail** | **Phone** |
| Christo Brits | [cbrits@live.com](mailto:cbrits@live.com) | +27 (0) 79 572 1671 |
| Stephan Dawid Viljoen | [stephanus.daar@gmail.com](mailto:stephanus.daar@gmail.com) | +27 (0) 81 349 0048 |
| Christopher David Crossman | [crossman.cd@gmail.com](mailto:crossman.cd@gmail.com) | +27 (0) 82 804 7797 |
| Rishal Hurbans |  |  |
| Sheldon Lyne |  |  |

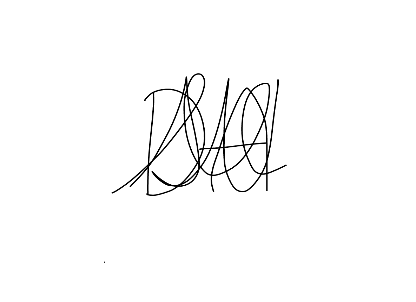
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| 3. Meeting Agenda |
| * Go over structure of project * Main goals of project * Bonus features of project |

| 4. Team Members Sign-Off |
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I hereby agree that I have read, understood and agreed with the content of the meeting as set out above

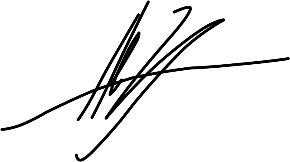
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Christo Brits Date



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Stephan David Viljoen Date



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Christopher David Crossman Date

| **Project Name:** | Web CA | | |
| --- | --- | --- | --- |
| **Date of Meeting:** (DD/MM/YYYY) | 29/05/2014 | **Location:** | Informatorium |
| **Minutes Prepared By:** | Christo Brits | **Charge time to:** | 11:30 |

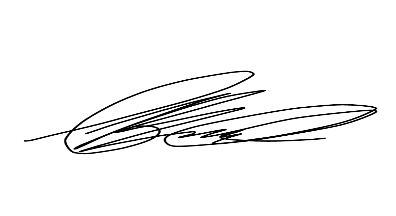
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| 1. Purpose of Meeting |
| Designate project parts to team members |

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| 2. Attendance at Meeting | | |
| **Name** | **E-mail** | **Phone** |
| Christo Brits | [cbrits@live.com](mailto:cbrits@live.com) | +27 (0) 79 572 1671 |
| Stephan Dawid Viljoen | [stephanus.daar@gmail.com](mailto:stephanus.daar@gmail.com) | +27 (0) 81 349 0048 |
| Christopher David Crossman | [crossman.cd@gmail.com](mailto:crossman.cd@gmail.com) | +27 (0) 82 804 7797 |

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| 3. Meeting Agenda |
| * Presentation Layer * Business Layer * Data Access Layer * Domain Layer |

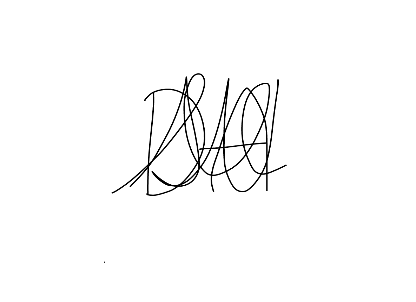
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| 4. Action Items | | |
| **Action** | **Assigned to** | **Due Date** |
| Business and Domain Layer and Spring | Christo | 20 June |
| Data Access Layer and Hibernate | Stephan | 20 June |
| Presentation Layer and Angular JS | Chris | 20 June |

| 5. Team Members Sign-Off |
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I hereby agree that I have read, understood and agreed with the content of the meeting as set out above

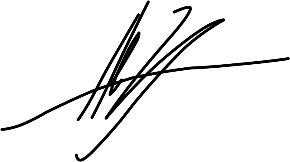
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Christo Brits Date



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Stephan David Viljoen Date



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Christopher David Crossman Date

| **Project Name:** | Web CA | | |
| --- | --- | --- | --- |
| **Date of Meeting:** (DD/MM/YYYY) | 26/06/2014 | **Location:** | Entelect Office |
| **Minutes Prepared By:** | Christo Brits | **Charge time to:** | 13:00 |

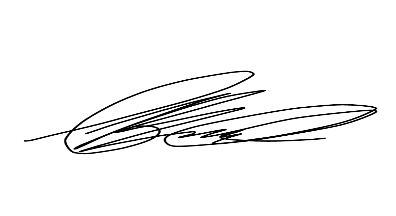
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| 1. Purpose of Meeting |
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| 2. Attendance at Meeting | | |
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| Christopher David Crossman | [crossman.cd@gmail.com](mailto:crossman.cd@gmail.com) | +27 (0) 82 804 7797 |
| Rishal Hurbans |  |  |

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| 3. Meeting Agenda |
| * Technical Details of Project |

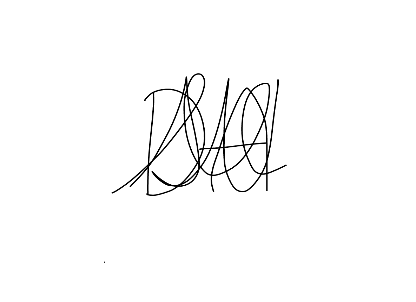
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| 5. Action Items | | |
| **Action** | **Assigned to** | **Due Date** |
| Create Database | Team | 4/11 July |
| Create Data Access Layer | Team | 4/11 July |
| Create Domain Layer | Team | 4/11 July |

| 7. Team Members Sign-Off |
| --- |

I hereby agree that I have read, understood and agreed with the content of the meeting as set out above

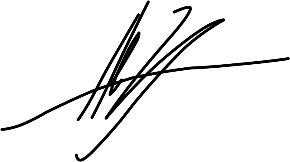
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Christo Brits Date



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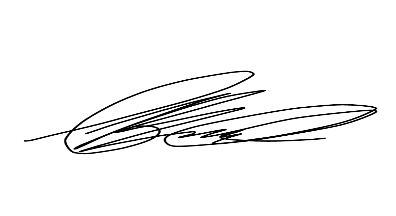
Stephan David Viljoen Date



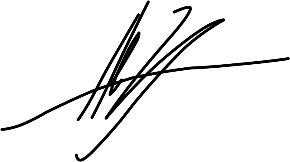
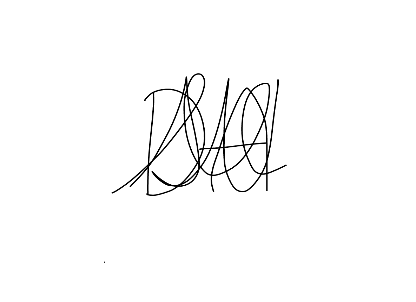
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Christopher David Crossman Date

# Team-Members Sign Off

I hereby agree that I have read, understood and agreed with the content as well as the implications of the document as set out above,

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Christo Brits Date

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Stephan Viljoen Date

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Chris Crossman Date