

**Faculty of Arts and Sciences**

**Department of Computer Science**

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**Software Project Management Plan**

For the Group Term Project:

**[dentist\_2]**



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**Revision History**

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Table of Contents

[1. Document Specifications and Conventions 6](#_Toc476730065)

[2. Introduction 6](#_Toc476730066)

[2.1. Background 6](#_Toc476730067)

[2.2. Customer or Market Needs 6](#_Toc476730068)

[2.3. Business Objectives and Success Criteria 6](#_Toc476730069)

[3. Vision 6](#_Toc476730070)

[3.1. Vision Statement 6](#_Toc476730071)

[3.2. Story-Telling Diagram 6](#_Toc476730072)

[3.3. Selected Features 6](#_Toc476730073)

[4. Scope 6](#_Toc476730074)

[4.1. Scope of Initial Release 6](#_Toc476730075)

[4.2. Scope of Subsequent Releases 6](#_Toc476730076)

[4.3. Limitations and Exclusions 6](#_Toc476730077)

[5. Business Context 6](#_Toc476730078)

[5.1. Stakeholder Profiles 6](#_Toc476730079)

[5.2. Operating Environment 7](#_Toc476730080)

[5.1. Business Opportunity 7](#_Toc476730081)

[5.2. Complete Product Features 7](#_Toc476730082)

[6. Deliverables 7](#_Toc476730083)

[7. Milestones 7](#_Toc476730084)

[8. Requirements 7](#_Toc476730085)

[8.1. Use Case Diagrams 8](#_Toc476730086)

[8.2. User Stories 8](#_Toc476730087)

[8.3. Screen Mockups 8](#_Toc476730088)

[8.4. System Requirements 8](#_Toc476730089)

[8.5. Non-Functional Requirements 8](#_Toc476730090)

[9. Project Organization 8](#_Toc476730091)

[9.1. Process Model 8](#_Toc476730092)

[9.2. Organizational Structure 8](#_Toc476730093)

[9.3. Organizational Boundaries and Interfaces 8](#_Toc476730094)

[9.4. Project Responsibilities 8](#_Toc476730095)

[10. Managerial Process 8](#_Toc476730096)

[10.1. Management Objectives and Priorities 8](#_Toc476730097)

[10.2. Assumptions, Dependencies, and Constraints 9](#_Toc476730098)

[10.3. Project Risks 9](#_Toc476730099)

[10.3.1. Risk Table 9](#_Toc476730100)

[10.3.2. Discussion of Risks to be Managed 9](#_Toc476730101)

[10.3.3. RMMM Plan for each risk 9](#_Toc476730102)

[10.3.3.1. Risk Mitigation 9](#_Toc476730103)

[10.3.3.2. Risk Monitoring 9](#_Toc476730104)

[10.3.3.3. Risk Management 9](#_Toc476730105)

[10.4. Change Management and Control 9](#_Toc476730106)

[10.5. Monitoring and Controlling Mechanisms 9](#_Toc476730107)

[10.6. Weekly Progress Reports 9](#_Toc476730108)

[11. Technical Process 9](#_Toc476730109)

[11.1. Methods, Tools, and Techniques 9](#_Toc476730110)

[11.2. System Modeling 9](#_Toc476730111)

[11.2.1. Context models 9](#_Toc476730112)

[11.2.1.1. Technical Interfaces 9](#_Toc476730113)

[11.2.2. Interaction models 9](#_Toc476730114)

[11.2.3. Structural models 9](#_Toc476730115)

[11.2.4. Behavioral models 9](#_Toc476730116)

[11.3. Software Documentation 9](#_Toc476730117)

[11.3.1. Javadoc 9](#_Toc476730118)

[11.3.2. Database Model 9](#_Toc476730119)

[11.3.3. Data Dictionary 9](#_Toc476730120)

[11.4. Project Support Functions 9](#_Toc476730121)

[11.5. Configuration Management 9](#_Toc476730122)

[11.6. Quality Assurance and Control 9](#_Toc476730123)

[12. Work Packages, Schedule, and Budget 10](#_Toc476730124)

[12.1. Work Packages (WBS) 10](#_Toc476730125)

[12.2. Sprint Schedule 10](#_Toc476730126)

[12.3. Budget 10](#_Toc476730127)

[13. Project Resources 10](#_Toc476730128)

[13.1. People 10](#_Toc476730129)

[13.2. Hardware and Software 10](#_Toc476730130)

[13.3. Special Resources 10](#_Toc476730131)

[13.4. References 10](#_Toc476730132)

[Appendix A – Table of Figures 10](#_Toc476730133)

[Appendix B – Definitions, Acronyms, and Abbreviations 10](#_Toc476730134)

[Appendix C – SPMP Grading Criteria 10](#_Toc476730135)

# Document Specifications and Conventions

# Introduction NATHALIE

## Background

*How the project came about in addition to giving a general idea about the project. This will let your potential investors (sponsors) get the “initial impression” about the project.*

*Check out this* [link](http://its.ucsc.edu/ecommons/evaluation-system/background-and-roll-out.html) *for an example of a background statement (Beginning of document till first paragraph of Original Project Charter)*

## Customer or Market Needs

*Why is there a need to develop this software?*

## Business Objectives and Success Criteria

*What are the objectives of creating this software? How will the success of the software be measured? Check out the success criteria located* [*here*](http://its.ucsc.edu/ecommons/evaluation-system/background-and-roll-out.html) *for an example.*

# Vision LAHIB

## Vision Statement

*An aspirational description of what you plan on achieving or accomplishing through the software in the mid-term or long-term future. Intended to serve as a clear guide for choosing current and future courses of action.*

## Story-Telling Diagram

*A free-form diagram (no rules) that you can use to describe the whole software. The goal is to illustrate the whole software.*

## Selected Features

*If this software was to be sold in a box, what features would you put on outside of that box? I.e. the most important features. This is a subset of ‎5.4*

# Scope MELHEM

## Scope of Initial Release

## Scope of Subsequent Releases

## Limitations and Exclusions

*What you cannot do, and what you will not do and why.*

# Business Context ISRAA

## Stakeholder Profiles

*Who are the stakeholders and what are their characteristics?* ***Use one Worksheet A per stakeholder or stakeholder group and insert them here****.*

## Operating Environment

*Describe the environment within which the software will operate. This is non-technical (not hardware/software) but rather the business environment /context within which your software will operate. For example you could describe how different departments will use the software and how it integrates with other existing systems.*

## Business Opportunity

*If this software is to generate money then describe how will this software generate revenues and from whom.*

## Complete Product Features

|  |  |  |
| --- | --- | --- |
| **ID** | **Feature** | **Value** |
|  |  |  |

# Deliverables NATHALIE

|  |  |  |  |
| --- | --- | --- | --- |
| **Number** | **Date** | **Deliverable** | **Responsible Party** |
|  |  | Vision and Scope Document |  |
|  |  | Draft User Stories & Use Case Diagram |  |
|  |  | Screen Mockups |  |
|  |  | Prototype 1 |  |
|  |  | Detailed Design Document |  |
|  |  | Draft SPMP |  |
|  |  | UAT Test Cases |  |
|  |  | Known Issues |  |
|  |  | Release Notes |  |
|  |  | Compiled And Deliverable Machine Code (Binaries) |  |
|  |  | SPMP (print and MS Word file) |  |
|  |  | Deployment (Demo of the Software) |  |

# Milestones LAHIB

|  |  |  |
| --- | --- | --- |
| **Number** | **Date** | **Milestone** |
|  |  | Prototype 1 |
|  |  | Implementation Complete |
|  |  | Technical Preview (Alpha Testing Complete) |
|  |  | Code Freeze |
|  |  | Release Candidate (Beta Testing Complete) |
|  |  | RTM Ready |
|  |  | Deployment Complete |

# Requirements MELHEM

## Use Case Diagrams

## User Stories

## Screen Mockups

## System Requirements

## Non-Functional Requirements

# Project Organization ISRAA

## Process Model

## Organizational Structure

## Organizational Boundaries and Interfaces

## Project Responsibilities

*Which team member is responsible for what tasks*

|  |  |  |
| --- | --- | --- |
| **ID** | **Task** | **Assigned Member** |
|  |  |  |

# Managerial Process ISRAA AND LAHIB

## Management Objectives and Priorities

*Scope, schedule, and cost: what tradeoffs will you exercise?*

*[For most projects, all three parameters—scope, schedule and cost (resources)—are important. Setting priorities enables the project team to determine which of the three is most essential. These priorities support scope planning, decision making, constraint management and plan optimization, negotiating project changes, and integrated change control.   
  
Consider the tradeoffs between scope, schedule and cost by specifying small changes to the stated project objective. Would it be worse to slip the schedule a week beyond the deadline, or increase the project budget by 5 percent? Would it be more appropriate to drop a feature of a project deliverable or to add staff to the project team? Would a slightly longer project that delivers a more robust product be desirable? Questions such as these often arise late in a project, but it is better to deal with them early.   
  
In exploring the costs, pain and appropriateness of small changes, relative priorities emerge. Document priorities using a three-by-three matrix. Place one mark in each row, showing which parameter is constrained (least flexible), which one is to be optimized (somewhat flexible), and for which of the three change may be accepted (most flexible).*  
*Consider the options (there are six) and discuss them with your project team to develop consensus on the priorities. Next, validate your prioritization with your project sponsors and stakeholders and make modifications, if needed, based on their feedback. For some projects, agreeing to constrain two of the three parameters may be necessary, but it is always unrealistic to limit all three, especially prior to project plan development. Strive for agreement and clearly document the lowest priority].* [*Credits*](http://www.amanet.org/training/articles/Project-Priorities.aspx)

## Assumptions, Dependencies, and Constraints

## Project Risks

## Risk Table

## Discussion of Risks to be Managed

## RMMM Plan for each risk

## Risk Mitigation

## Risk Monitoring

## Risk Management

## Change Management and Control

## Monitoring and Controlling Mechanisms

## Weekly Progress Reports

# Technical Process NATHALIE AND MELHEM

## Methods, Tools, and Techniques

## System Modeling

## Context models

## Technical Interfaces

## Interaction models

## Structural models

## Behavioral models

## Software Documentation

## Javadoc

## Database Model

## Data Dictionary

## Project Support Functions

## Configuration Management

## Quality Assurance and Control

# Work Packages, Schedule, and Budget LATER

## Work Packages (WBS)

*Specify the work packages for the activities and tasks that must be completed in order to satisfy the project agreement. Use* [*www.draw.io*](http://www.draw.io) *to draw a hierarchical break down of all the work that has to be done in order to write and deliver the software. Do not use generic tasks that are applicable to any software like (product planning, design, development, and deployment) that’s a sure zero.*

## Sprint Schedule

|  |  |  |
| --- | --- | --- |
| **Sprint** | **Time Period** | **Description Of The Potentially Shippable Product** |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
| 5 |  |  |
| 6 |  |  |
| 7 |  |  |
| 8 |  |  |

## Budget

# Project Resources LATER

## People

## Hardware and Software

## Special Resources

## References

# Appendix A – Table of Figures

# Appendix B – Definitions, Acronyms, and Abbreviations

# Appendix C – SPMP Grading Criteria