**International School, Duy Tan University**



CAPSTONE PROJECT 2

AN PHU FARM SYSTEM

**PROJECT PLAN DOCUMENT**

Version 1.0

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**Group name : Lucid Team**

**Document Information**

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**Document Approval**

The following signatures are required for approval of this document

**Prepared by**

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1. **INTRODUCTION**

The intended audience of An Phu FarmSystem (APFS) is all project stakeholders including the project sponsor, senior leadership and the project team.

1. **EXECUTIVE SUMMARY OF PROJECT CHARTER**
   1. **Executive Summary**

Divine team is pleased to provide our proposal to An Phu Farmshop. In providing consulting , we commit to adding value through our role as a business partner. We share with you our implementation and business experience for our proposed solution as well as our promise to realize a system, which meets the goals and objectives of this organization.

**The key benefits are summarized below:**

* Manage and supervise the business operations more efficient, timelier.
* Support accounting department operate efficiently and accurately.
* Quick ROI (Return on Investment)
  1. **Assumptions/ Constraints**
     1. **Assumptions**
* Management will ensure that project team members are available as needed to complete project tasks and objectives.
* The mentor will participate in the timely execution of the Project Plan (i.e., timely approval cycles and meeting when required).
* Failure to identify changes to draft deliverables within the time specified in the project timeline will result in project delays.
* Project team members will adhere to the Communications Plan.
* All project participants will abide by the guidelines identified within this plan.
* The Project Plan may change as new information and issues are revealed.

* + 1. **Constraints**
* Time of project implementation constraints: Date of acceptance test the project (Review): 26/01/2016; Date of handover the project:20/05/2016
* Budget constraints: The budget for each stages of the project will be reported and presented clearly in the relevant documents.
* Development technology constraints: technology is allowed to use to implement the project:
  + Website: Spring Web MVC with JSTL and Android. Using eclipse.
  + Web service and input database: Spring Webservice with json, Sqlite in android.
  + Database System: MySQL 6.3, Sqlite browser.
  + Internet
  + Eclipse with Spring tools and Android SDK.
  + Database environment: Webservice
  + Signature of the parties related to the project: The representative of An Phu Farm shopand Divine team

1. **SCOPE MANAGEMENT**
   1. **Scope**

This System was designed with the aim of searching, tracking fresh food items on An Phu Farm System to meet the needs of consumers. In addition the system also provides promotional news, online payment functions, online chat function.

* 1. **Work Breakdown Structure**

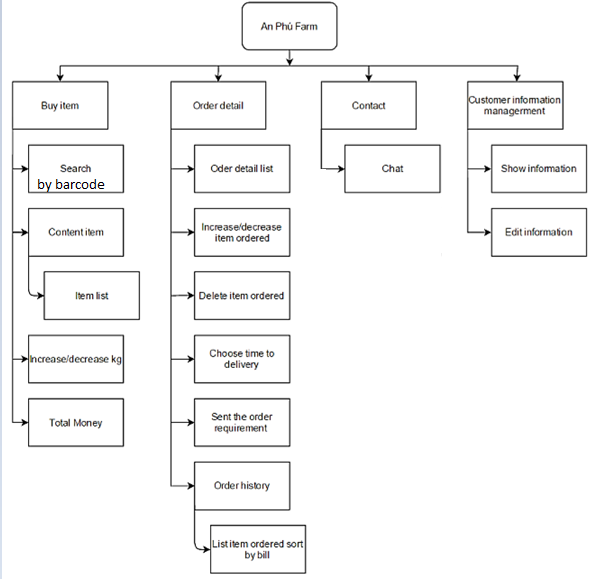


Figure 3.1 Work Break Down Structure

1. **SCHEDULE/ TIME MANAGEMENT**
   1. **Milestones**

The table below lists the milestones for this project, along with their estimated completion timeframe.

Table 4.1 MileStones

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **NO** | **TASK NAME** | **DURATION** | **START** | **FINISH** |
| 1 | Project Preparation | 13 days | 26/01/2016 | 21/02/2016 |
| 2 | Business Blueprint | 12 days | 22/02/2016 | 07/03/2016 |
| 3 | Realization | 61 days | 08/03/2016 | 10/05/2016 |
| 4 | Final Preparation | 13 days | 02/05/2016 | 18/05/2016 |
| 5 | Go-live & Support | 2 days | 19/05/2016 | 21/05/2016 |

* 1. **Project Schedule**

Table 4.2 Project Shedule

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **NO** | **TASK NAME** | **DURATION** | **START** | **FINISH** |
| **1** | **Project Preparation** | **13 days** | **26/01/2016** | **21/02/2016** |
| 1.1 | Proposal Document Defining | 4 days | 26/01/2016 | 30/01/2016 |
| 1.2 | Project Plan Document Defining | 4 days | 30/01/2016 | 02/02/2016 |
| 1.3 | Process Description Document | 5 days | 17/02/2016 | 21/02/2016 |
| **2** | **Business Blueprint** | **12 days** | **22/02/2016** | **07/03/2016** |
| 2.1 | SRS Document | 7 days | 22/02/2016 | 29/02/2016 |
| 2.2 | Detail Design Document | 5 days | 01/03/2016 | 5/03/2016 |
| **3** | **Realization** | **61 days** | **08/03/2016** | **30/04/2016** |
| 3.1 | Release 1 Web | 40 days | 08/03/2016 | 30/4/2016 |
| 3.2 | Release 2 App | 21 days | 22/03/2016 | 18/04/2016 |
| **4** | **Final Preparation** | **13 days** | **02/05/2016** | **18/05/2016** |
| 4.1 | Testing | 7 days | 02/05/2016 | 10/05/2016 |
| 4.2 | Training | 6 days | 11/05/2016 | 18/05/2016 |
| **5** | **Go-live & Support** | **2** | **19/05/2016** | **21/05/2016** |

1. **COST/ BUDGET MANAGEMENT**
   1. **UNIT PRICE**

Reference to: FinancialManagementPlanDocument.docx

* 1. **Cost Detail**

Reference to: FinancialManagementPlanDocument.docx

* 1. **Other Cost**

Reference to: FinancialManagementPlanDocument.docx

* 1. **Total Cost**

Reference to: FinancialManagementPlanDocument.docx

1. **HUMAN RESOURCE MANAGEMENT**

Table 6.1 Human Resources

|  |  |
| --- | --- |
| **Stakeholders** | **Roles and Responsibilities** |
| Team Leader | -The Team Leader will also be responsible for maintaining the project plan, streamlining resolution of issues and communicating the project status to the steering committee.  -In general, the Team Leader will provide overall project management for the implementation, and play an active role in the integration between the project business application teams. |
| Divine team | • **Project Preparation Phase**  This phase is primarily the responsibility of the Open A.P.F SYSTEM and Customer Project Management.  • **Blueprint Phase**  The consultants will hold several business process review sessions to gather detail requirements. The consultants and teams will then develop the “Business Blueprint” which summarizes each business process to be implemented by the project.  • **Realization Phase**  The project team will configure the functionality identified in the business blueprint. After the configuration, the consultants will playback the business process flow to the project team and key users.  • **Final Preparation Phase**  During Final Preparation, the consultants will assist the **An Phu Farm** project team to plan and execute the testing and prepare for cutover.  • **Go-Live and Support Phase**  Consultants will provide application support for the first two weeks. For any additional consulting support required after the implementation, consultants can provide the service at the standard consulting rate. |
| An Phu Farm Project Team | • **Project Preparation Phase**  This phase is primarily the responsibility of the Divine and **An Phu Farm** Project Managers as described above.  • **Business Blueprint Phase**  **An Phu Farm** senior management and the project team will be responsible to attend the business process workshop. They will be responsible to provide information concerning business policies and making decisions concerning future business processes design. **An Phu Farm** will also be required to approve the  Business Blueprint.  • **Realization Phase**  The project team and the appropriate management team will review and approve the configured business processes. The project team will be able to document user procedures and development of end-user training. End user training is generally compiled from the user procedure  • **Final Preparation Phase**  The project team will execute the integration test, the volume tests and prepare for cut-over. End user training involves the adaptation of APF procedures to user jobs and roles. It is therefore recommended that the project team do this training.  • **Go-Live and Support Phase**  After going-live, An Phu farm shop needs to verify the accuracy of the productive system and provide application support. The project team will form a Help Desk to support other business users in the organization. Once the system has been in production |

1. **COMMUNICATIONS MANAGEMENT**

* Effective conflict management: the team leader are monitoring the work of groups to ensure the best working condition, no major conflicts occur that affect to productivity. In case of conflict, members choose the smoothing method to solve is: highlight the situation and ignore the differences.
* Developing communication skills: attention to the importance of writing, speaking and listening skill.
* Meeting effectively: planning for necessary meetings, provide agenda to participants before the meeting, conduct meetings in a professional manner, building relationships.
* Using Email (almost using Gmail), Google Docs, and Facebook in exchanging the information about the teamwork.
* My team use Teamwork to manage team and working process.

1. **RISK MANAGEMENT**
   1. **Probability Of Risk**

Table 8.1 Probability of Risks

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Risks** | **Probability** | **Impact** | **References** |
| **1.** | Specification document is not  consistent with the product | 15% | 4 | **\_** |
| **2.** | Time problem | 20% | 3 | **\_** |
| **3.** | Health | 8% | 3 |  |
| **4.** | Technical | 25% | 3 | **\_** |
| **5.** | Without consistency of ideas  between members of the group | 10% | 2 | **\_** |
| **6.** | Mistake occurred in the process of  coding | 5% | 2 | **\_** |
| **7.** | Members of the group cannot meet | 8% | 4 | **\_** |

* 1. **Description And Solution Risks**

Table 8.2 Risk Description

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Risks** | **Description** | **Solution** |
| **1.** | Specification  document is not consistent with the product | Process ASAP is a new  process from the project team. Therefore, the ability  to document and coding team lacks experience. | Project team will priority  prepare all the documentation of the project, to control all steps of template document. |
| **2.** | Time problem | Because the time make  project coincided with the time study in classroom. Therefore, the project may be late compared to schedule. | If the project team seen  that the work is done ahead of schedule delay, the  group will deploy to work overtime to finish projects on schedule. |
| **3.** | Health | Due to weather conditions or  due to overwork, can the sick members of the group can sick in the course of the project. | The member of team must  split the project and prepare the working program in weekly and check each team members program every week and control how project is run. |
| **4.** | Technical | computer technology makes  changes to the project delay | Defensive equipment necessary preparatory planning machinery in the process of project word. |
| **5.** | Disagree between team members | Disagreement between the  members of the group result in the behavior do not respect each other | Team project must solve  the problem between team members in early time and prevention disagreement things before the conflict. |
| **6.** | Mistake occurred  in the process of coding | Coding is the team members  responsible for component in a project which each person has an own idea. Therefore, when combined together can lead to traits do not coincide with each other. | If team project does not  want any mistake in coding, the team must do control the coding and test every week or control and test small part and back up codes every week. |
| **7.** | Members of the  group cannot meet | Team members are selected  from two different classes, so the schedule and activities  are not consistent with each other. | Team will follow-up  schedule of the members and the weekly schedule meetings. If the members do not have a consistent time, the group will take the initiative once on the lunchtime meeting. |

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| --- | --- | --- |
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