**Team** **D** - **Sigma** - **Department course scheduling assistant – Saikiran Gandham**

**Client**: Dr. Michael Oudshoorn

**Team members and their key roles and responsibilities:**

1    Sravya Kandepu       -     a. Primary contact

                                          b. Communications and documentation management

2    Nitheesha Kotagiri    -     Quality and testing management

3    Nikhil Vemula            -     Data management

4    Harika Malempati     -     Issues management

5    Sanket Selokar         -     Requirements management

6    Saikiran Gandham      -     Client management

**Responsibilities**:

**Nitheesha Responsibilities:**  I am taking the responsibility to maintaining quality throughout the software development lifecycle to deliver effective output. To achieve the qualitative deliverable testing place an important role. I will take the responsibilities to test project in each module. I am also responsible for User Interface development and web server installation.

**Sravya Responsibilities**:  I am going to act as a primary contact with the client. I will represent the whole team and communicates with the client regarding project requirements, progression, changes and completion.

I am also taking the responsibility of communication and documentation management and it includes updating all changes and tracking project progression in different versions. I am also responsible for User Interface development and web server installation.

**Harika Responsibilities**: I would be responsible for tracking all the issues in the project duration which may relate to internal staff or may be technical side and solve them upfront in order make the project go smoothly. I am responsible for database management and connecting database with the user interface.

**Sanket responsibilities**: I would gather requirements from client and handle the changes in requirements as per the progress of the project. My task would be analyzing, tracking and prioritizing the requirements. I am also responsible for User Interface development and web server installation.

**Nikhil responsibilities:**I will take care of the collecting, storing and managing data in a database and connecting the data with a front end system to update data which is entered by the client. I would be responsible for managing data for our project. Including database connectivity, database designing, data mining etc. I am responsible for database management and connecting database with the user interface.

**Sai Kiran responsibilities:** I take the responsibility of meeting, getting requirements from client and also giving updates to the client. I am responsible for database management and connecting database with the user interface.

**Accomplishments made last week:**

Prepared iteration plan.

Work division.

Reviewed Requirements document, Management plan.

Got to know about Web server installation.

Got to know about Database configuration.

**Planned work this week:**

Client Meeting in the class.

Going to configure Database.

Going to install a web server.

**Time Contributed:**

Every person in team contributed 12 hours in preparing iteration plan and in reviewing documents. We conducted meetings where we discussed work division and about software development life cycle. This week we are expecting 15 hours for a week per person.