**Project “Reminder”**

Project Author:

Authorized By:

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Client:

Involved: Petar Uzunov, Desislava Tomova, Stoyan Stoyanov, Plamen Svetoslavov

Project Roles:

1. Project Manager(PM):

* Gather Requirements
* Timescale/Project Estimation
* Monitoring
* Developing the project plans
* Managing the [project stakeholders](https://en.wikipedia.org/wiki/Project_stakeholders)
* Managing communication
* Managing the project team
* Managing the project risk
* Managing the project [schedule](https://en.wikipedia.org/wiki/Schedule_(project_management))
* Managing the project budget
* Managing the project conflicts
* Managing the project delivery

1. Business Analyst(BA):

* Writing Specifications/ Business Requirements Document(BRD)/ SRS
* Once Client sign the BRD request from PM to assign developer/s depending on project scale
* Estimates Project Time Frame together with Project Manager
* Gather Requirements from involved in the project departments/individuals
* Writing process flow/customer journey
* Communicate with the dedicated developer about project
* Ensure all requirements are fully understand and completed by the developers
* Testing the developed project
* If any changes are needed contact the relevant people
* Once all testing is done and project is ready to be presented to Client confirms that to PM
* Writes Product help
* PM schedules a meeting with client and BA makes presentation of the project

1. Developers :

* Design + “make” software following the provided by BA documentation
* Involves QA to organize testing

1. Testers/QA:

* Try to break the software
* Check against requirements
* Review the Product help
* Makes suggestions where improvements are needed after analyzing the data
* Report bugs, any no sense functionalities to PM and Dev depending on the found issues
* Organize Full circle testing, unit testing, failure testing
* Write software for automated testing if required
* Monitor risk management activities

1. UX Specialist:

* Design the UI
* Runs usability tests