

UNIVERSITY OF INFORMATION
TECHNOLOGY

FACULTY OF SOFTWARE ENGINEERING

SUBJECT : SOFTWARE PROJECT MANAGEMENT

Student Enrolment System Project Management Documents

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OVERVIEW

This report contains project management's documents review for the project of Student Enrolment System

1 Initiation Phase

This phase contain document for defining and starting a project

1.1 Team member's CV

CV of our team's members. These CVs are listed in CV folder in the Initiation folder.

1.2 Leader weighted scoring model

The model is used to determine the project manager by scoring. This file is located in the Initiation folder.

1.3 Project Manager Information

This .pdf file is located in the Initiation folder. This is the basic information about the project manager, mainly about his skills.

2 Planning

Documents of this phase is used to create the entire initial plan for the project. This phase is mainly about time and cost management, and resources assignment.

2.1 Dream Team

This document is located in Planning folder. It's to analyze the team members to determine their roles.

2.2 Team Charter

The Team Charter is the document that clarifies team direction while establishing boundaries. It's located in the Planning folder

2.3 Scope Statement

The scope statement details the project deliverables and describes the major objectives. It's located in the Planning folder.

2.4 WBS

The Work Breakdown Structure break the whole project into assignable tasks which can be done within 1-2 weeks. This document is located in Planning folder.

2.5 Risk Register, Probability/Impact Matrix, and Risk Management Plan

These documents are located in Planning folder. The Risk register lists possible risks. The Probability/Impact Matrix is to analyze risks which can occur. The Risk Management Plan provides solutions for these analyzed risks.

2.6 Microsoft Project File

The Microsoft Project File is used to track the project's progress, assign resources, and provide different views of the project. This file is located in Planning folder. There are many version of the file also located on the monitoring phase which is the updated version of the file throughout the project's progress.

2.7 Project Management Plan

The project management plan is located in the Planning phase. It's the summary of those above document and the main result of the planning phase.

3 Execution

The execution phase is the phase when the team operates software development life cycle. This phase's document is the output of the project development. These documents are SRS, SDD, Source code and Software Manual.

3.1 SRS

SRS is the System Requirement Specification of the Student Enrolment System. It's located in the Execution folder.

3.2 SDD

SDD is the Design Document of the Project, which is the output of Design stage. It's located in the Execution folder.

3.3 Source Code

Source code of the project's program. It's located in this [Github](#), in the Student_Enrol_REAL folder.

3.4 Software Manual

The manual for using this software. It's located in the Execution folder.

4 Controlling and Monitoring

This phase is to track the project progress and record tracking result in updated version of Microsoft Project file and Reports which is created every phase's meeting.

4.1 Report 1 and Project_{update1.mpp}

This is report and Microsoft Project File located in Meeting_1 folder in Controlling and Monitoring folder. This is the result of meeting 1 - the meeting after the planning phase.

4.2 Report 2 and Project_{update2.mpp}

This is report and Microsoft Project File located in Meeting_2 folder in Controlling and Monitoring folder. This is the result of meeting 2 - the meeting in the middle of the execution phase, after the Coding phase of the Waterfall model.

4.3 Report 3 and Project_{update3.mpp}

This is report and Microsoft Project File located in Meeting_3 folder in Controlling and Monitoring folder. This is the result of meeting 2 - the meeting in the middle of the execution phase, after the Testing phase of the Waterfall model.

5 Closing

This Document (Final Report) is located in Closing folder and it's an output document of the Closing phase. Additionally, The Closing phase also result in The Final Presentation Files and Lesson Learned, which are all located in Closing folder.