Task Number	Planned action	Planned Outcome	Time Estimated	Target completion date	Criterion
1	IA Orientation	Understand about the IA requirements and the assessment criteria.	1 day	14th October 2021	-
2	Search for potential clients	Meet the clients suitable to create a new system for.	1 week	21st October 2021	A
3	Client finalization	Discuss and brainstorm with teacher about the client most suitable to create a new system for.	1 day	22nd October 2021	A
4	Initial consultation with client	Initially contact the client, get a brief about his firm and its functioning.	1 day	28th October 2021	A
5	Follow up conversations with the client	Further understand the working of the system and identify the problems	3 days	10th November 2021	A
6	Initial client description	Describe the client/scenario and the problems faced in 100 words	1 day	11th November 2021	A
7	Teacher feedback	Get feedback about the draft and things to be added	1 day	13th November 2021	A
8	2nd draft of client description	Work on the feedback given and add further details in 250 words	1 day	19th November 2021	A
9	Justification of the proposed system	Analyse the problems faced and devise a solution, justifying it in 250 words.	2 days	25th November 2021	A
10	Teacher Feedback on justification	Discuss with teacher about the feasibility of the proposed solution and the changes to be made. Also, get recommendations about courses for skill development.	1 day	27th November 2021	A

11	Acquire skills	Research about the recommended courses and begin developing coding skills	2 months	5th May 2022	C
12	Create questionnaire for client	Make a list of appropriate questions and submit to the client to prepare	5 days	10th January 2022	A
13	Formal Client Interview	Record a formal interview with the client	1 day	15th January2022	A
14	Interview Transcript	Create a transcript of the interview recorded	1 day	16th January 2022	A
15	Define success criteria	Discuss with client and teacher and write the success criteria or the features of the new system	3 days	20th January 2022	A
16	Informal check-in sessions with teacher and client	Reshape and format the Criterion A document.	4 days	24th January 2022	A
17	Criterion A Final Submission	Submit the final Criterion A document with the Interview Recording and Transcript	2 days	27th January 2022	A
18	Create Record of Tasks	Plan the entire IA journey and create a formal record of tasks document	2 days	8th February 2022	A
19	Criterion B Overall structure draft submission	Create system flowchart/DFD/ERD (database) diagrams	2 days	12th February 2022	B
20	Feedback on Overall Structure from teacher	Get teacher approval and make the necessary changes	1 day	14th February 2022	B
21	Create internal structure designs of the system	Show the designs to the client and teacher, get feedback and make necessary changes	4 days	20th February 2022	B
22	Generate test plan	Create a test plan document listing	2 days	26th February 2022	B

		the types of testing to be used and the areas of the system to be tested.			
23	Feedback on test plan	Get feedback from teacher on the test plan	1 day	5th March 2022	B
24	Criterion B Final Submission	Submit the final Criterion B document	10 days	17th March 2022	B
25	Start Coding	Code and develop the first prototype (keeping success criteria in mind)	2 months	10th May 2022	C
26	Check the prototype with success criteria	The system meets the success the success criteria	5 days	25th May 2022	C
27	Consultation with teacher and client	Make a note of the changes required to be made	7 days	15th June 2022	C
28	Make necessary changes in the system and show it back to teacher and client	Make further notes and improvise on the product	1 month	2nd August 2022	C
29	Continue 28 until client is happy with the product	Client is happy with the product	2 weeks	18th August 2022	C
30	Start testing	Complete testing. Testing successful	2 weeks	10th September 2022	C
31	Show the product to the client and teacher	The product is finalized	2 days	15th September 2022	C
32	Commence Criterion C Documentation	Submit the Criterion C	20 days	10th October 2022	C
33	Handover the product to the client	Receive feedback	2 weeks	25th October 2022	E
34	Hold informal check-in sessions with teacher and client and take possible future modifications	Understand and make a note of them	7 days	5th November 2022	E

35	Complete Criterion E documentation	Finish and submit Criterion E	3 days	13th November 2022	E
36	Begin Criterion D	Complete the Criterion D	2 days	20th December 2022	D
37	Record a video of the working product, explaining its functionality	Finish and submit the Criterion D	5 days	3rd January 2023	D
38	Discuss with the teacher and make final changes in the documentation throughout	Submit a complete and successful IA folder	2 months	5th March 2023	A, B, C, D and E