Departmental Communication Application feasibility study additional documentation

# Overview & Outline

The general outline of the project is a browser-based communication tool to publicly disseminate information regarding the status of production documentation. This will broadly involve the following:

* A browser-based interface for all parties, the design and using a readily understood technology will help with on boarding staff.
* A locally stored database containing data on each existing instruction that can be accessed and edited depending on the user via the web portal.

# Strengths of the project

The advantage of this proposed system over the currently established system is that the existing system is largely static and relies too heavily on sequentially passing information between individuals.

Current system:

1. Operative writes out request.
2. Request is carried to technical author.
3. Technical author enters information from form into spreadsheet.
4. Technical author updates status as work is made.
5. Once a week a printout of existing requests is printed and placed on the engineering whiteboard for review by stakeholders.

Once a month the spreadsheet is printed on A1 paper and hung on production floor.

This can be replaced with an active dynamic system revolving around a web portal the process flow would be as follows:

1. Operative enters request update on the portal
2. Portal logs request and adds requests to main board
3. Group email is sent to all stakeholders

# Known challenges for development

## Skills

Currently the available experience pool is limited with regards to database creation. Time will need to be allocated to upskilling and developing the knowledge base to make full use of it, this may need to be handled by more than one team member.

## Equipment

It will be necessary to have either a server or a sever proxy to test remote access and manipulation of the data. It is currently unknown if the college has such equipment available for use by students.

# Initial project roles

There are four main fields that at this time that I have identified as broad roles needed for the project to succeed.

## Back end

Developer will be responsible for designing and developing the database and appropriate hooks for the web browser.

* PHP?
* SQL?

More research is required as to the best method to use.

## Front end

The front-end developer will be responsible for developing the web browser UI for the application

* HTML
* CSS
* Java script
* PHP?

## Management

* Monitoring progress
* Aligning priorities and resources against project plan
* Assisting in either front end or back-end development

## Technical Author

The technical author will be responsible for generating the customer documentation for the finished product, this will include:

* User documentation for production
* User documentation for engineering
* User documentation for management stakeholders
* Installation and configuration documentation for I.T

The technical author may also need to assist the project lead with generation of internal project documentation.

# Sprint development

Project start: 1/11/2021

Please see in development Gantt chart for initial project milestones:

[C:\Users\MrCJM\OneDrive\University Folder\Petroc\Year 2\Group Project\Project Gantt chart.xlsx](Project%20Gantt%20chart.xlsx)

Project end: 08/04/2022