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**1 Project Initiation Document:**

Dependencies: None

**2 Requirements Specification:**

Dependencies: Project Initiation Document

**3 Hardware Specification:**

Dependencies: Requirements Specification

**4 Work Package Authorizations:**

Dependencies: Project Initiation Document, Requirements Specification

**5 Interview Notes:**

Dependencies: None

**6 Website:**

Dependencies: Requirements Specification

**7 Interface to Customer Database:**

Dependencies: Requirements Specification

**8 Interface to Booking System:**

Dependencies: Requirements Specification

**9 Management Information System:**

Dependencies: Requirements Specification

**10 Communications Links:**

Dependencies: Requirements Specification

**11 Trained Booking Personnel:**

Dependencies: Trained IT Personnel

**12 Trained IT Personnel:**

Dependencies: None

**13 Test Plans:**

Dependencies: Requirements Specification

**14 Test Results:**

Dependencies: Test Plans

**15 Quality Review:**

Dependencies: Quality Log

**16 Quality Log:**

Dependencies: Project/Quality, Quality Review

**17 Product Descriptions:**

Dependencies: None

**18 Checkpoint Reports:**

Dependencies: Work Package Authorizations

**19 Implemented System:**

Dependencies: Tested System

1. **Enter task:** In Gantt Chart View, just click a cell directly below the Task Name Column. Enter the task name we have entered twenty-one task names.
2. **Enter Duration:** A duration of the task is the estimated amount of time it will take to complete a task we have entered the duration in term of days.
3. **Enter Task Duration:** This is simple in Gantt Chart View, click the cell below Duration column heading. Enter the duration. (As in task one it takes one day) You can also enter Start and Finish date and MS Project will calculate the duration on its own. (As in task two the start is one Wednesday, and the finish is on Thursday)
4. **Create Milestones:** In Project Management, Milestones are specific points in a project timeline. They are used as major progress points to manage project success and stakeholder expectations. They are primarily used for review, inputs and budgets. Mathematically, a milestone is a task of zero duration. And they can be put where there is a logical conclusion of a phase of work, or at deadlines imposed by the project plan. (As in activities six and twelve)

5. **Create Summary Task:** There can be a huge number of tasks in a project schedule, it is therefore a good idea to have a bunch of related tasks rolled up into a Summary Task to help you organize the plan in a better way. It helps you organize your plan into phases. In MS Project 2013, you can have several numbers of sub-tasks under any higher-Level task. These higher-level tasks are called Summary Task. At an even higher Level, they are called Phases. The highest level of a plan's outline structure is Called the Project Summary Task, which encompasses the entire project schedule. Remember because summary task is not a separate task entity but a phase of the Project with several sub-tasks in it, the duration of the summary task is from the Start of the first sub-task to the finish of the last sub-task. This will be Automatically calculated by MS Project. Of course, you can enter a manual duration of the summary task as well which Could be different from the automatically calculated duration. MS Project will keep Track of, but this can cause significant confusion.

- What is the total cost of the project? **\$1350**
- What is the salary per day for the trainer of the IT persons? Is **\$766**



