PROJECT OUTLINE:

The project I have chosen is a software development program to design an web application for an insurance company. The web application is for the end users to get a quote for their insurance coverage and the premium that they must pay with payment plans. It is heavily technical based using many front end and back end programming languages and various tools for development, testing and automation. The project has a big team managed by the project manager which contains team lead, team members, clients, business analysts, testing members and quality analyst. The project requirements are gathered and a project outline needs to be documented for further plan of action of work.

With a vast range of goods and services provided to clients, the insurance industry is both competitive and complex. A project to create or enhance an insurance system needs to be carefully planned and carried out. This project outline intends to offer instructions on how to properly plan, organize, and carry out an insurance project. It should consider the legal and government standards and rules for an insurance project, therefore all the data paths should be sent for data governance prior to palling the work as it can cause rework at the end due to data governance issues. Once the project requirements are clear and standard following all the rules the next step is to set the project scope.

Project outline steps:

* Project scope
* Project objectives and initiation
* Project execution and delivery
* Project timeline and budget
* Project team management
* Project risk management

The project scope will outline the project's boundaries and specify what is included and omitted. Depending on the project's goals, the scope of an insurance project may change. The project clients should give his or her approval after the scope has been accepted by all parties. It is very important to get their approval on the project scope before starting any development so that there is no communication gap between the business and development team. Once everyone agrees upon their understanding on the requirements the project objectives will be set.

The project objectives should be aligned to the project scope agreed by the business. Project objectives should be Specific, Measurable, Achievable, Realistic, and Time-bound (SMART). The objectives may include for an insurance project are:

* Designing Auto and Property insurance
* Breaking down requirements into small stories
* Reduce cost and increase revenue.
* Improve customer experience

The project execution and delivery will be based on the objectives. For the current project the plan pf action for its execution is to deliver the work in smaller cycles to ensure the quality of the work is maintained. Some of the action items will be:

* Root Cause Analysis document
* Business requirement document
* Technical requirements
* Architecture and design document
* Testing plan
* Deployment plan
* Project closure

The project timeline is based on the scope, objectives, and deliverables which will be used as the foundation for creating the timeframe. Taking into mind any limitations like resource availability, money, and regulatory compliance, the timeframe should be reasonable and doable. To make sure the project continues on schedule, the project timeline should be reviewed and revised frequently.

Project budget is based on the project's objectives, deliverables, and scope, the budget should be created. All project costs, including labor costs, material costs, software license charges, and other project-related expenditures, should be included in the budget. To make sure the project stays under budget, the budget needs to be periodically reviewed and revised.

A careful selection of the project team should be made based on their qualifications and expertise. Representatives from all pertinent areas, such as business, IT, and operations, should be on the team. To keep the project on schedule, the project team needs to be managed well and have a clear grasp of their roles and duties.

The project risks should be identified at the beginning of the project which can mitigate the risks further in the project affecting many project deliverables and timelines. The risk management team should work on the below objectives.

* Risk management plan
* Regulatory compliance risks
* Technical and operational risks
* Project management risks

In conclusion, developing an web application for an insurance company involves lot of palling and careful consideration and collaboration with clients, project managers and team. The final deployment will be done after all the project plans are executed and the project will be closed with a project closure report which will document all the steps of the project mentioned above and their results.