

Software Design

Progress Report No. 3

Identifying Roles

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I. Objectives

- Assign roles to match each team member’s strengths and expertise.
- Designate specific responsibilities such as Project Manager, Lead Developer, QA Tester, and Documentation Lead so each member understands their duties.
- Define roles that support smooth communication and coordination.

II. Methods

For our role-assignment method, we decided to allocate roles through a combination of skill and interest-based methods to achieve the team's efficiency and engagement. Each member shared the areas they were most passionate about, and we correlated these interests with their already existing technical strengths to place them in roles where they could excel. This method allowed us to distribute responsibilities effectively while also giving everyone a chance to work on tasks they genuinely enjoy, resulting in a more motivated and productive project team.

III. Results

Team Configuration

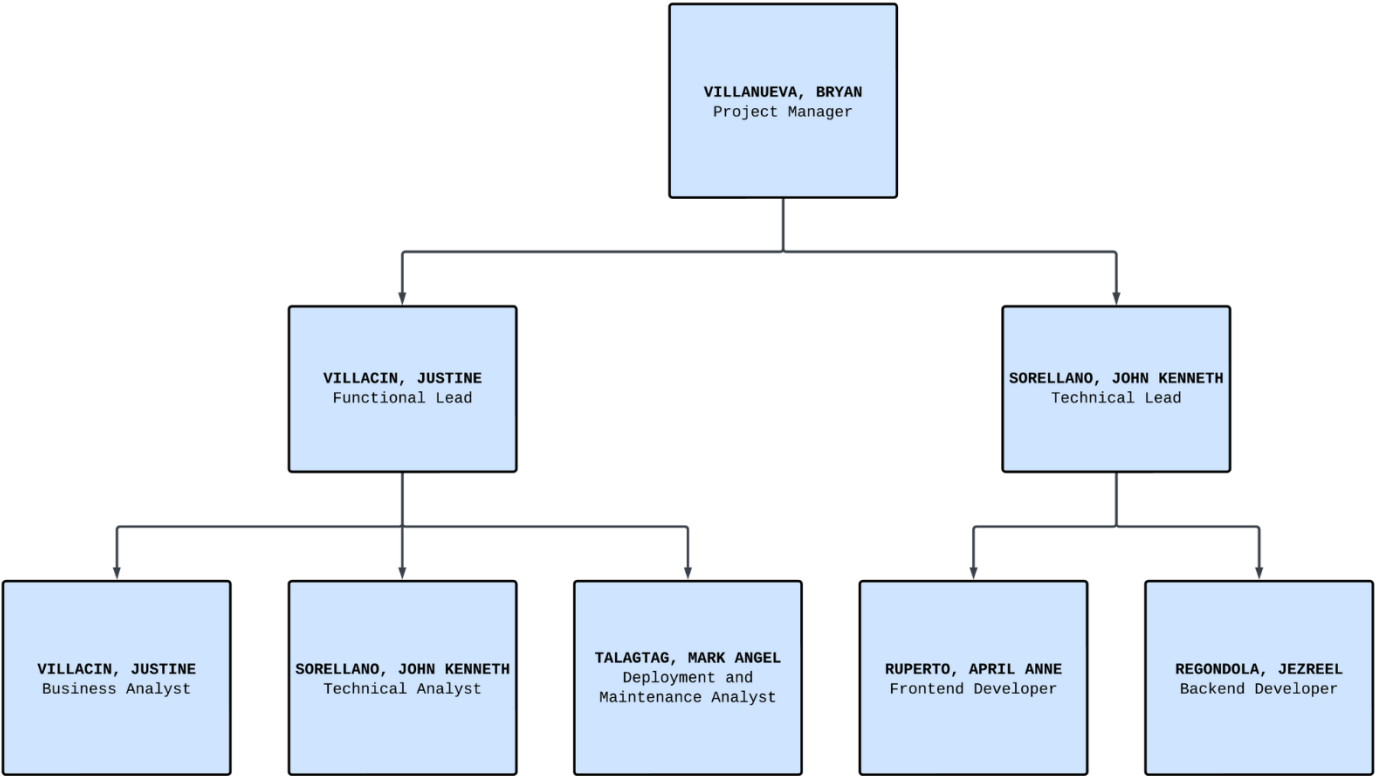


Figure 1. Team Chart

Team Management

A. Planning

NAME	ROLE	RESPONSIBILITY
Villanueva	Project Manager	Manages the entire project and ensures all deliverables meet the client's requirements, timeline, and expectations.
Regondola	Backend Developer	Creates and maintains the server-side features, database operations, and core functionalities needed to support the client's system.
Ruperto	Frontend Developer	Develops the client's user interface to ensure it is visually clear, responsive, and easy for end-users to navigate.
Sorellano	Technical Lead & Technical Analyst	Oversee all technical aspects of the project and analyze client requirements to design and guide the implementation of appropriate technical solutions.
Talagtag	Deployment and Maintenance Analyst	Handles system deployment for the client and provides maintenance support to ensure the solution remains fully operational after delivery.
Villacin	Functional Lead & Business Analyst	Leads the functional planning of the project and works closely with the client to understand, gather, and refine business and system requirements.

Table 1

B. Research

NAME	ROLE	RESPONSIBILITY
Villanueva	Leader	Oversee the entire research and facilitate team meetings.
Regondola	Member	Reviews the entire research paper for accuracy, coherence, grammar, and completeness. Ensures proper citation and compiles the reference list or bibliography.
Ruperto	Member	Write and organize research papers or project documentation. Ensure consistency in formatting, grammar, and structure.
Talagtag	Member	Searches for and reviews scholarly articles, journals, and related studies. Help define research gaps and strengthen the study's background.
Sorellano	Member	Processes and interprets collected data using appropriate tools or statistical methods.
Villacin	Member	Conducts data gathering through interviews with the client. Ensures the data is accurate.

Table 2

C. System Analysis

NAME	ROLE	RESPONSIBILITY
Villanueva	Leader	Observing the current system process and system of the program.
Regondola	Member	Brainstorming of an improvement in the system.
Ruperto	Member	Identifying the possible flaws that could be eliminated or improved.
Sorellano	Member	Illustrating the current process using diagrams.

Table 3

D. Documentation

NAME	ROLE	RESPONSIBILITY
Villanueva	Leader	Documentation of the gathered information.
Talagtag	Member	Creating and finalizing the letters to the target client.
Villacin	Member	Interviewing the personnel regarding the program.

Table 4

E. Implementation and Designing

NAME	ROLE	RESPONSIBILITY
Villanueva	Leader	Creating the project schedules and diagrams.
Regondola	Member	Coding the system.
Ruperto	Member	Designing the GUI.
Sorellano	Member	Developing project plans and testing tools.

Table 5

F. Testing

NAME	ROLE	RESPONSIBILITY
Villanueva	Leader	Testing the proposed system.
Talagtag	Member	Testing the solution.
Villacin	Member	Development of FAQs.

Table 6

G. Deployment

NAME	ROLE	RESPONSIBILITY
Villanueva	Leader	Completing the deployment preparation.
Talagtag	Member	Creating operations procedure.
Villacin	Member	Installing and establishing the system.

Table 7

H. Maintenance

NAME	ROLE	RESPONSIBILITY
Talagtag	Member	Troubleshoot possible errors.
Villacin	Member	Maintaining the deployed system.

Table 8

IV. Conclusion

By assigning roles suited to each member's skills and interests, the team was able to distribute responsibilities to each member in a clear and effective way. This approach ensured that everyone worked in a role that suited their strengths, helped improve communication, and made it easier for the team to coordinate their tasks. Overall, the method supported a well-organized and motivated team ready to work productively on the project.

References

- [1] Co Arthur O.. “University of Caloocan City Computer Engineering Department Honor Code,” UCC-CpE Departmental Policies, 2020.