**Information Website Management Plan**

**<< SCIENCE AND TECH FEST – 2019>>** <<10/09/2019 – 24/09/2019 >>

**Team Members**

<<Ryspaeva Kasiet >>

<<Ismailova Bermet >>

<<Nurlanbek uulu Saddambek >>

<<Nurbaev Maksatbek >>

<<Akylbek uulu Bekbolot>>

<< Azizbek uulu Adakhan >>

Document Control

**Change History**

|  |  |  |
| --- | --- | --- |
| **Revision** | **Change Date** | **Description of changes** |
| W1 | 17/9/2019 | Initial release |
|  | 19/9/2019 | Demo version |
|  | 23/9/2019 | Update design |

[Note change history doesn’t have to be stored with the document. Most version control tools like SVN keep track of change history automatically. The comments entered when checking in documents become the change history for the document.

**Document Storage**

This document is stored in the web browser:

https://techsciencefest.github.io/

**Document Owner**

Azizbek uulu Adakhan is responsible for developing and maintaining this document.

**Table of Contents**

1. Overview 5
   1. Purpose and Scope 5
   2. Goals and Objectives 5
   3. Project Deliverables 5
   4. Assumptions and Constraints 6
   5. Schedule and Budget Summary 6
   6. Success Criteria 6
   7. Definitions 7
   8. Evolution of the Project Plan 7
2. Startup Plan 7
   1. Team Organisation 7
   2. Project Communications 8
   3. Technical Process 8
   4. Tools 8
3. Work Plan 8
   1. Activities and Tasks 8
   2. Release Plan 9
   3. Iteration Plans 9
   4. Budget 9
4. Control Plan 9
   1. Monitoring and Control 9
5. Supporting Process Plans 9
   1. Risk Management Plan 9
   2. Configuration Management Plan 10
   3. Verification and Validation Plan 10
   4. Product Acceptance Plan 11

# Overview

## Purpose and Scope

The purpose of this project is to inform people about great fest “Science and Tech Fest”. In order to save time, money, resources, avoid false information, bots and malware.

## Goals and Objectives

Project goals:

1. Share information about the upcoming festival

Project objectives:

1. Agile

## Project Deliverables

This section lists the outputs of the project that are delivered to the customer.

The following items will be delivered to the customer on or before 24/09/2019:

1. Single-page site
2. 5 section
   1. About festival
   2. Schedule
   3. Speakers
   4. Sponsors
   5. Contacts
3. Registration ability
4. Google map which show location of festival

## Assumptions and Constraints

Assumptions:

1. Some individuals may be off at time of work.

Note: “We assume that our group has the necessary skills and knowledge needed to complete the project. But, because of short time and lack tools the website may have some flaws”

Constraints:

1. The software must run on PCs, laptops, mobile phones.
2. The code must be open source.
3. The software must be ready by 24/9/2019.

## Schedule and Budget Summary

The schedule summary: The project started on 10/09/2019 and dates for high-level activities occurred between 13/09/2019 and 24/09/2019.

The budget summary: 0$ was spent on this project

## Success Criteria

* The website should be interesting and easy for usage
* All high-priority use cases in the requirements specification are delivered before September 18.

## Definitions

This project presents information about Tech and Science Festival. Project made in the form of a web-site. The site is put on the Internet using GitHub Pages. Website is open source project. It is available for all devices.

## Evolution of the Project Plan

Before to release project teacher should validate the eligibility of product.

All defects will analysed and added to the project as soon as possible.

All possible risks will minimised

# Startup Plan

## Team Organisation

This section explains project roles and the authorities and responsibilities associated with these roles.

Project Manager: The project manager is responsible for creating the project plan (with input from those doing the work), managing risks, running the weekly team meeting and providing monthly status reports to senior management.

Documentation: The documentation manager is responsible for writing and editing documentation of website project.

Front-end developer: The front-end developer is responsible for writing of code and supporting project

QA: The QA is responsible for testing, running and debugging the results of the written code.

Designer: The designer is responsible for making visual effects on website.

Content maker: The content maker is responsible for making content of project.

## Project Communications

Software Engineering teacher Shaidullaev Nurlan as a practice work gave project. All information related to fest are real and taken from official advertisement.

## Technical Process

In technical process was used html, css and bootstrap files. Half of images were taken from links from other website. Another half of images stored in local folder. Also we used ready landing page template. And connected bootstrap by storing in local folder.

## Tools

This section specifies the development tools the team will be using to perform their work.

* Hosting service - GitHub Pages
* Other tools – HTML, CSS, Bootstrap

# Work Plan

## Activities and Tasks

* Information Website
* Task Description
* Owner
* Effort estimate
* Actual effort
* Planned start and stop dates
* Actual start and stop dates
* Dependencies among other tasks

## Release Plan

The informational website will released after verification. The time of using will depend on relevance of the upcoming Science and Tech Fest.

## Iteration Plans

To release online information website for users

## Budget

The project is making for study and practice purposes.

Amount of required money 0

Amount of spent money 0

# Control Plan

## Monitoring and Control

1. Get daily report
2. Checking Git repository
3. Communicate with Telegram group

# Supporting Process Plans

## Risk Management Plan

* 1. Show screenshots of project
  2. Show project from local files

## Configuration Management Plan

Configuration management plans for this document and other baselined work products including review procedures and change management procedures.

1. All project (work products) items (documents, source code, test cases, program data, test data, etc) will be stored in the GitHub where all participants can see repository but not all will be under change control (subject to formal change control procedures.) Only the system requirements, project plan and source code will be baselined and under configuration control.
2. Items that are subject to change control will be considered baselined after a group review at the end of the life cycle phase during which they are created. Baselined here means that the product has undergone a formal review and can only be changed through the prescribed change control procedures.
3. The change control procedure once a product is baselined is: (1) anyone wanting to make a change to a baselined item sends an email to the rest of the group describing the change, reason for the change, expected impact, and timeline for integrating the change. (2) if no one responds to the group within 2 days with a reason for why the change request shouldn't be permitted, it will be considered accepted and the person proposing the change may proceed with the change. If anyone does object to the change, the reason for objecting will be discussed at the Software Engineering lesson where everyone should participate and voice their opinion. At the end of the lesson teacher will assess whether or not the change should be allowed.
4. Including a change history with all documents is encouraged but only required for baselined documents. The change history should be at the front of the work item and include: (1) the name of the person making the change, (2) brief description of what has changed, (3) reason for the change, and (4) the date the change was integrated.

## Verification and Validation Plan

Shaidullaev Nurlan will verify and assess the quality of the development process and resulting software product.

## Product Acceptance Plan

The product acceptance plan defines what is acceptable in terms of product quality and product functionality. Acceptance criteria would be assessed by teacher.