BCS3143
SEM 2324 -II

SYAZWANI NADHIRAH BINTI ZOLKEFILE

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Subject : Software Project Management

CLUSTER: SERG 4

Personal Info

Hometown

Sungai Besar, Selangor

Hobby

Read Manga

Favourite Movie

Merlin

Proposed System

KAMPUNGROW FARM SYSTEM

Project Mission

Mission

To develop a website system for banana plantation management system that focuses on small-scale farmers.

Project Timeline, Cost, & Stakeholder

Period

12 - 15 month

Cost

RM 450,000.00

Stakeholder

1. Farmer
2. System Developer
3. Project Manager

Slogan Cheers

Read

Dream

Repeat

5 Reason Why I

LOVE & HATE SOFTWARE PROJECT

HATE

- Interact with other
- Give instructions to other
- Need to decide as it will affect future project
- Need to have good skills
- Stressfull

LOVE

- Teach on how to work under pressure
- Learn new knowledge
- Improved leadership
- Improved critical thinking
- Improve time management

Initiation

Phase

1.1 [Develop Project Charter]

Create formal document outlining project justification which formally authorizes the project and provides initial guidance

1.2 [Identify Stakeholder]

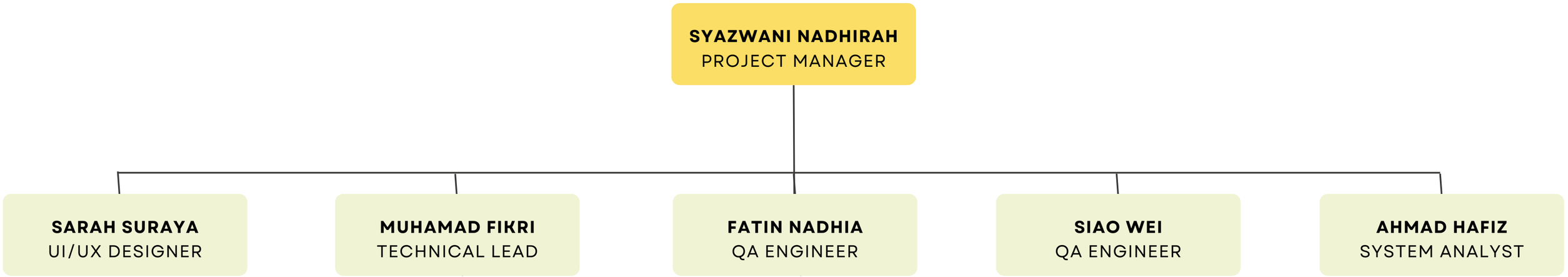
Identify all stakeholders who may be affected by or have an interest in the project and their roles and responsibilities

1.1

Develop Project Charter

Project Charter		
1.	Project Name	KampunGrow Farm System
2.	Description	KampunGrow Farm System aim are to develop digital plantation management system for small scale farmer in Malaysia.The platform will streamline the process of data collection, analysis, and reporting, the project seeks to enhance farmers' productivity and profitability.
3.	Objectives	1. To improve small-scale farmers' access to sales analytics and other relevant data 2. To enhance the efficiency and sustainability of plantations in Malaysia. 3. To empower small-scale farmers with access to modern agricultural technologies
4.	Date / Time	25 March 2024 - 23 June 2025 (15 Month)
5.	Project Manager	SYAZWANI NADHIRAH BINTI ZOLKEFILE
6.	Deliverables	1. Set of documents consisting of user requirements, software requirement specifications, and story board related to the digital plantation management system. 2. A system called KampunGrow Farm that can manage all activities used by farmers 3. Set of STD documents
7.	Risk / Limitation	1. The new system might not compatible with existing farm equipment and software 2. Risk of data breaches or unauthorized access to sensitive farm information
8.	Cost	RM 450,000.00

Organizational Structure



1.2

Identify Stakeholder

1.2 Identify Stakeholder

Involved

1. Project Manager
2. Developer
3. Tester
4. System Analyst
5. Business Analyst
6. Technical Lead
7. UI/UX Designer
8. Software Engineer

Effected

1. Agriculture Worker
2. Farmer Owner
3. Local Communitites

Received

1. Agriculture Worker
2. Farmer Owner
3. Local Communitites

Planning

Phase

2.0

01 **Define System Scope**
Outline specific features and functionalities

02 **Prototype User Interface (UI)**
Create low-fidelity prototypes of the system’s interface.

03 **Break Down Project**
Breakdown the project into smaller, manageable tasks

04 **Schedule Project**
Estimate time required to complete each task

05 **Establish Communication Plan**
Set up clear communication channels for stakeholders

Execution

Phase

3.0

01 **Develop Core Funcitionality**
Focus on building essential features of the system such as creating soil and water management activity.

02 **Mobilize a Team**
Assemble project team and assign role and responsibility

03 **Test with User**
Involve farmers in testing the system usability and functionality

04 **Develop Training Material**
Create user guide and conduct training sessions

05 **Pilot Launch**
Deploy pilot version of the system with limited group of farmers to test the effectiveness

Execution Checklist

NO	ITEM	DATE DUE	STATUS
1.0	**Requirement Gathering**		
1.1	Define Project Objectives & Scopes	15/01/2024	Complete
1.2	Identify Stakeholder & Requirement	02/05/2024	Need Review
1.3	Create Project Plan	26/02/2024	Complete
2.0	**Analysis**		
2.1	Gather Requirement	18/03/2024	Complete
2.2	Analyze Requirement	01/04/2024	Need Review
2.3	Define System Architecture	22/04/2024	In Progress
3.0	**Design**		
3.1	System Architecture Design	13/05/2024	Complete
3.1	Database Design	03/06/2024	In Progress
3.3	UI Design	17/06/2024	Not Started
4.0	**Implementation**		
4.1	Environment Setup	08/07/2024	Not Started
4.2	Coding & Development	29/07/2024	Not Started
4.3	Integration & Testing	12/08/2024	Not Started
5.0	**Testing**		
5.1	Unit Testing	02/09/2024	Not Started
5.2	Integration Testing	23/09/2024	Not Started
5.3	User Acceptance Test (UAT)	07/10/2024	Not Started
6.0	**Maintenance**		
6.1	Bug Fixing	28/10/2024	Not Started
6.2	Performance Monitoring	18/11/2024	Not Started
6.3	Feature Enhancement	12/2/2024	Not Started

Control & Monitoring

Phase

4.0

01 **Track System Usage**
Monitor how farmer using the system and identify underutilized features

02 **Gather User Feedback**
Identify areas for improvement and prioritize new features

03 **Monitor Project Performance**
Track project against the planned schedule and budget

04 **Manage Risk**
Continuously monitor potential risks that could impact the project

05 **Make Adjustment**
Make adjustment to the system based on user feedback

Progress Report

SOFWARE PROJECT MANAGEMENT - PROJECT PROGRESS REPORT

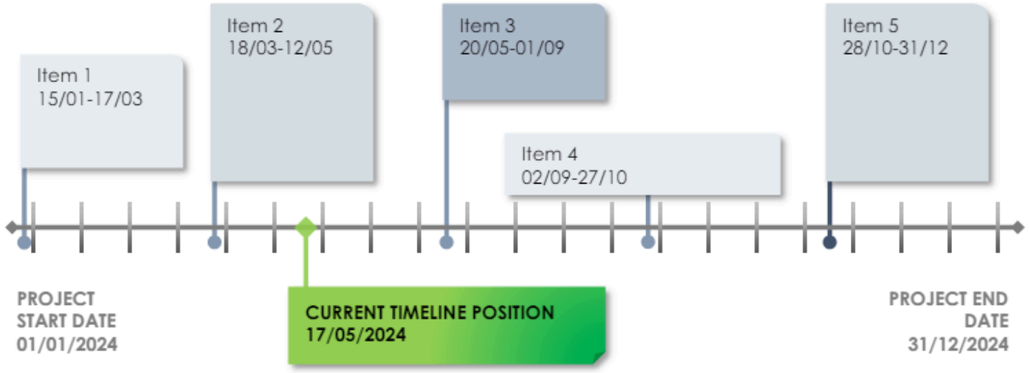
PROJECT NAME	KampunGrow Farm System	PROJECT NO.	2024-001
PROJECT MANAGER	**PERIOD COVERED**	**DATE OF STATUS ENTRY**	**PROJECTED DATE OF COMPLETION**
SYAZWANI NADHIRAH BINTI ZOLKEFILE	01/01/2024 – 17/05/2024	17/05/2024	31/12/2024

PROJECT SUMMARY

The Desa Grow Farm System project aims to deliver an advanced agricultural management platform that enhances farm productivity through comprehensive features and automation. The system integrates field mapping, activity tracking, note management, reporting, and analysis, all designed to optimize farm operations.

PROJECT OVERVIEW

CATEGORY	STATUS	DETAILS	COMMENTS
Phase 1	100%	Planning Phase	All the requirement are collected and documented
Phase 2	100%	Analysis Phase	The requirement has been anaylzed and system architecture has been define
Phase 3	40%	Design Phase	Development of database and UI design are in progress
Phase 4	0%	Implementation Phase	Not Started
Phase 5	0%	Testing Phase	Not Started



KEY RISKS AND ISSUES

RISK / ISSUE NAME	STATUS	OWNER	DESCRIPTION
Resource Availability	Active	Project Manager	Limited availability of key development resources could potentially impact the project schedule. The mitigation plan includes hiring additional developers or outsourcing certain tasks
Technical Challenges	Active	Development Team Lead	Minor technical issues have been encountered with the integration of automated pest control recommendations. Ongoing troubleshooting and resolution efforts are underway.
Stakeholder Engagement	Active	Project Manager	Continuous stakeholder engagement is necessary to validate requirements and design choices. Regular meetings and feedback sessions are scheduled to ensure alignment.
Database Development Delay	Active	Database Developer	Unforeseen complexities in the development of the database have caused delays. Additional resources and time may be needed to complete this task.
UI Design Issues	Active	UI/UX Designer	Some UI design elements require refinement to meet user experience standards. The design team is working on addressing these issues to enhance usability.

Closing

Phase

5.0

01 **Document Lesson Learned**

Capture key takeaways and learning from the project development

02 **Provide Ongoing Support**

Establish a support system for farming using the banana plantation management system

03 **Evaluate Project Success**

Measure project success against defined goals

04 **Finalize Documentation**

Complete all project documentation

05 **Hand Over Project**

Hand over the system to a designated team for ongoing maintenance

Project Closing

1. Conduct Post Mortem
2. Complete Paperwork
3. Release Resource
4. Archieve Document
5. Celebrate Success

Conduct Post Mortem

5.1

Review Project Performace

Evaluate the project's performance against its initial goals, timelines, and budget.

Identify Successes and Failures

Document what went well and what did not, including the challenges faced and how they were addressed

Gather Feedback

Solicit feedback from all team members and stakeholders to gain diverse perspectives on the project’s execution.

Analyze Data

Use project metrics and performance data to understand trends and derive lessons for future projects

Prepare Post-Mortem Report

Compile the findings into a comprehensive report, detailing lessons learned and recommendations for future projects.

Complete Paperwork

5.2

Finalize Documentation

Complete all project documentation (WBS, Gantt Chart, including final reports, contracts, and agreements.

Obtain Sign-Offs

Secure formal approvals and sign-offs from stakeholders and project sponsors to confirm the project's completion.

Close Financial Accounts:

Reconcile and close all financial accounts related to the project, including finalizing invoices and payments.

Release Resource

5.3

Release Stakeholders

Notify stakeholders of the project's completion and release them from their roles and responsibilities related to the project.

Release Equipment

Return any leased or borrowed equipment and ensure that all project-specific tools and resources are properly decommissioned and stored.

Reassign Team Members

Facilitate the transition of project team members to their next assignments or back to their regular roles (Project Manager, Deputy Project Manager, Systems Engineer, Independent Test Group, Project Technical Lead, Quality Assurance, Configuration Manager)

Archive Document

5.4

Project Management Document

All project documentation (WBS, Gantt Chart, including final reports, contracts, and agreements.

Organize Files

Organize all project-related documents logically and consistently for easy retrieval.

Digitize Records

Convert physical documents to digital format if necessary, to ensure long-term preservation and accessibility.

Celebrate Success

5.5

Acknowledge Contributions

Recognize and appreciate the efforts and contributions of all team members and stakeholders.

Organize Celebration Event

Plan a celebration event, such as a team lunch or party, to mark the successful completion of the project.

Distribute Rewards

Provide awards or certificates to individuals who made significant contributions to the projects’s success.

Share Achievements

Communicate the project successes and achievements to the broader organizations and stakeholders.

Lesson Learn

Role Clarity

Clearly defining roles and responsibilities helps avoid confusion and ensures accountability. When team members know their specific duties, tasks are completed more efficiently.

Task Prioritization

Prioritize tasks based on importance and urgency to focus efforts on high-impact activities and improve time management.

Proper Documentation

Maintain organized and thorough documentation throughout the project to avoid confusion and ensure easy reference.

Time Estimation

Use accurate time estimation techniques for tasks to improve schedule adherence and prevent delays.

Cost Tracking

Regular tracking of expenses helps in identifying potential overruns early and allows for corrective actions.