Deliverable 1: Project Planning

February 5th, 2020

Team Name: Brown

Members:

* I, Valentina Dobrea, student ID#1858072, certify that I have contributed to this deliverable, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.
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Client: Akhavan Supermarket

Name: Nasser Ajabi

In this project, Team Brown will use a newly developed system, so no previous work will be used.

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Executive Overview

Intro:

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This document describes Team Brown’s project plan by discussing the individual tasks to be done, the members who will be tasked with accomplishing these tasks, and the dates that these tasks must be completed by.

Client and Task:

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Our client is the Akhavan supermarket. They have given us the task of creating an application that will use a database to keep track of their stocks, given that they are currently looking for an easier way of counting stock. However, this will only be for a specific section of their supermarket.

Organization:

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Our group has formed a schedule, using Microsoft Project, involving every single deliverable in order to give us a visual representation of what we need to do, and how fast we need to do those things, in order to finish this project in the best and most efficient way possible for our client. Each member has also been given tasks best suited for them in order to better achieve that goal. We have set up specific meeting times on Tuesday (10:00 AM - 11:30 AM), Wednesday (12:30 PM - 2:30 PM), and Friday (1:00 PM - 3:00 PM) for team discussions, while also having class labs for discussions as well. By creating online repositories with Github and Google Drive, and having multiple forms of team communication (Slack, personal email and phone number), our team is able to fully communicate and be able to work together at all times, thus we are able to work at school, with all of our members, as well as at home, while still being able to communicate.

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Client Information

## Company information & Purpose:

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The name of our client is Akhavan Supermarket (http://akhavanfood.com/).

The manager is Nasser Ajabi.

The supermarket is found at 6170 Sherbrooke W. Montreal (QC H4B 1L8) and be contacted at (514) 485- 4887.

We will be creating an inventory management system.

## Details of the business problem:

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Akhavan is a fairly sized grocery store that sells a variety of products from both Canada and countries abroad. Although there seems to be a system in place to track products ordered from Canadian suppliers, there is not one in place to track the inventory from international suppliers, so at the moment inventory management for those products is done manually using pens, papers, and calculators. By creating an inventory management application with a database to track these products, the store managers will have full visibility of the current stock and/or warehouses on-time performance, and will know when to order more, which in return will increase efficiency and lead to better customer service. It is also worth noting that there is a lack of computer literacy among store management, which may explain the lack of proper inventory tracking system.

Brief Description

## Meetings:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
|  | 10:00 Am  -  11:30 Am | 12:30 Pm  -  2:30 Pm |  | 1:00 Pm  -  3:00 Pm | Open | Open |

All of these meetings occur outside of class hours. Considering that tuesday and friday both consist of lab classes, the team can either use these times for team meetings, or use them to continue working on specific sections of the project.

Weekends are open just in case we require an extra meeting.

## Online repositories:

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The team will be using GitHub for online repositories.

* Google drive will also be used as a secondary form of work saving, as a precaution.

## Communications Strategy:

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Team members will be using slack to communicate via a team group chat. Each member has also, available to them, the phone number and email address of every individual in order to have an extra means of communication if they do not answer on slack.

Brief Description (cont’d)

## Lab work vs. homework:

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All forms of group work take place within school perimeters during school hours.. This includes team meetings, as well as work that all team members are involved in.

Individual work, as well as work in which smaller groups are created (2 to 3 members) may take place in school, but may also be done in more convenient locations, such as public libraries or a teammate’s home, where the majority of members can meet up without having to travel long periods of time.

## Areas of Responsibility:

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Client Contact:

* Deliverable 1: Amirhossein Selahi
* Deliverable 2: H Aime Bruno Rwabukumba
* Deliverable 3: Matthew Erskine
* Deliverable 4: Younes Benketira
* Deliverable 5: Valentina Dobrea

Reports:

* Matthew Erskine will have the task of making sure that the reports are prepared correctly, and on time, for each deliverable.

Brief Description (cont’d)

## Contact Information:

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