Project description

Work schedule

ICT ENGINEERING   IT-SSE1Z-A18

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Project description

1.1 Background description

Nowadays, living in an increasingly polluting society, it is very important to take care of our health and usually people underestimate the importance of a good health.

Eurofins provides the society with environment testing using their technologies so that people could choose the best tested products (Eurofins, 2018). Currently, Eurofins uses Microsoft Excel, an old-fashioned way of providing information about every employee and tests for such a big company. Moreover, they are looking for a solution that could make their work easier and faster, with much more possibilities which will come to necessities. Color code – an important feature for the future application as it is much viewable and gives information in an interactive way. Eurofins wants a single user system and would like a tool that easily allows to fill out the work week template, by having all the data present in one program, taking into account the preferences of each technician. Additionally, the program will be accessed only by team managers with a single user password, to avoid incidentally deleting/editing by anyone plus backup button to return the missing information. Also, Eurofins needs to have an easy access to see training areas of employees or their period of vacation with a foreseeable interface and flexible regarding system input possibilities.

1.2 Definition of purpose

The purpose of this project is to create a time schedule program, so that the employees of Eurofins could easily know what need to be done every day using a user-friendly system.

1.3 Problem statement

Main problem:

How can the system provide a platform to ease the editing, as well as the viewing and understanding of the work schedule? Furthermore, should the program provide individual logins for the managers, ensuring that only those intended to, are able to make changes to the schedule and reverse so?

Sub problems

- What areas are the employees trained in?
- What type of vacation can employees request (When / record of how much)?
- How is the schedule going to be displayed / accessed?
- Will the employees be able to input wishes (work hours / analysis areas)?
- What type of information are the managers able to input into the system?
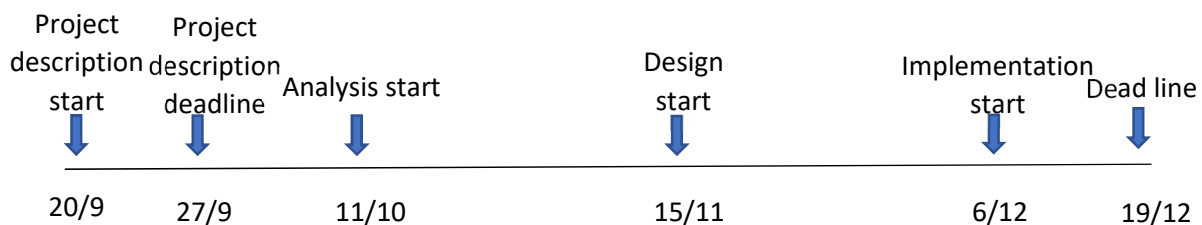
1.4 Delimitation

- All data will be stored locally
- Only one user can be logged in at a time

1.5 Choice of models and methods

What - partial problem	Why - Study the problem	Which - methods / models / theories	Who - has the main responsibility for this point
How will the schedule be edited?	The schedule will be edited by using the editing tool that system offers.	Knowledge and literature from SDJ1 will be used to solve this problem.	Justinas
What information will be possible to access?	All the information should be accessible and editable.	Analyze the different types of workstations at Eurofins, the employees at Eurofins.	Justinas, Dementie
What areas are the employees trained in? and how will this be shown?	The system won't allow an employee to be put on a station if the employee has not completed training for the station in question and a record of this has been made.	Knowledge and literature from SDJ1 will be used to solve this problem.	Lucas
How will the vacation system work?	Different types of vacations should be offered as a choice for the employee. In the program, it should be displayed whether the request has been approved, rejected or is pending.	Knowledge and literature from SDJ1. Analyze the different types of vacations, and the right to so.	Lucas, Bogdan
How will it be ensured that only those intended to are able to edit, while others only can view?	A login will be required to access the editing tool.	Knowledge and literature from SDJ1 will be used to solve this problem.	Bogdan
Who will be able to edit the stored data?	The stored data will be edited only by team managers.	Knowledge and literature from SDJ1 will be used to solve this problem.	Dementie

1.6 Time schedule

The time scope is estimated at 500 hours. The time schedule is estimated as followed:

Project description start	Project description deadline	Analysis start	Design start	Implementation start	Dead line
20/9	27/9	11/10	15/11	6/12	19/12

The project description will need to be handed in on 27/9/2018 and the final deadline is for 19/12/2018.

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1.7 Risk assessment

Risks	Description	Likelihood Scale: 1-5 5 = high risk	Severity Scale: 1-5 5 = high risk	Product of likelihood and severity	Risk mitigation e.g. Preventive & Responsive actions	Identifiers	Responsible
Risk 1	Lack of time before hand-in	4	4	16	Control of time schedule, work on weekends	Making excuses, blaming others,	Bogdan
Risk 2	Making the program work	3	4	12	Ask the supervisors for help	Blaming others	Justinas
Risk 3	Not meeting our own expectations	2	4	8	Work on the weekends, group meetings	Lack of knowledge	Lucas
Risk 4	Less meeting then expected	4	5	20	Control of time schedule, communication in the group	Absence, laziness	Bogdan
Risk 5	Delays	3	5	15	Communication in the group, working together, asking for help	Laziness, lack of knowledge	Justinas
Risk 6	Meeting deadlines	4	5	20	Control of time schedule	Stress, lack of knowledge	Lucas
Risk 7	Wrong priorities	3	4	12	Communication in the group, assessing individual strengths	Lack of experience	Dementie

1.8 Sources of information

Eurofins. (2018, September 3). *Vores ydelser*. Retrieved September 20, 2018, from Eurofins:
https://www.eurofins.dk/foedevarer/vores-afdelinger/