# **VISIBILITY PLAN**

## Objective

The Communication and Visibility strategy for the “Sales Management System” software engineering project aims at:

Facilitating project coordination and monitoring among stakeholders; this includes communications related to the development and operational aspects of the project and to its day-to-day management, as well as forward planning, strategic guidance, and navigation.

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## Key outcomes

* To develop an inventory management system for *Company name*.
* To provide an online customer ordering subsystem to facilitate their ordering.
* To provide a systematic way of storing request orders.
* To minimize the process of order verification.
* To generate sales reports.

## Scope

Project activities that will be covered by the visibility plan include:

* Weekly meetings to provide report on the progress of the project,
* Project milestones e.g., project launch, project design, project implementation, project testing, Project validation etc.

## Communication tools chosen;

### Project PowerPoint presentation:

* Common standard presentation for use by all project partners to introduce and present the project to all target audience at any event.
* Ensure common communication messages are delivered by all project partners.
* Can be customized according to the needs of each event.

Mail, call and zoom video conference:

* + Constant and up-to-date flow of information to project beneficiaries and stakeholders.
  + Share practical information on project activities, events, and experiences in real time

## Provisions for feedback

Assessment forms will be distributed after every phase of the system development cycle to gather quantitative and qualitative feedback from beneficiaries.

## Risk Analysis

### Software requirement risks

* + - Invalid requirements
    - Change of requirement
    - Ambiguity of requirement

### Software cost risk

* Improper functioning of hardware
* Environment Change
* Extension of requirement change

## Stakeholders

* **Scrum Master:** *Lumor Selorm*
* **Dev:** *Lumor Selorm, Kwashiga Kelvin Kizito, selase, Akakpo Robert Selasi, Pearl Ashartey, Safura Aziz.*
* **Design:** *Safura Aziz, Robert Akakpo, Lumor Selorm*
* **QA:** *……...*
* **Support:** *Ms. Janet Netyark*