

U08784: Software Project Management, Semester 1, 2013

Group Coursework 2:

Managing a Web-based Software Project

Department of Computing and Communication Technologies

Oxford Brookes University

1. Description of the coursework

This section describes the requirements of managing a website project for a (fictional) company, called OxfordBikes. The website is intended to be used by people in order to get information about bicycles as well as buy them.

The main objective of the website is to establish a web presence and to increase the business visibility of the company to a wider customer base. As part of this preliminary report the following requirements are defined for the development of a website for OxfordBikes. Please note that this preliminary report does not give a detailed specification of the requirements. It rather gives an (abstract) overview of the requirements. It is the responsibility of the project management team to collect further requirements of the website through research work and personal experiences.

The website should provide all the information required for buying bicycles. These include, for example, information about bicycles (such as price, brand, frame colour/size, wheel size, etc), customer's information (such as name, address, payment details, etc) and any other information that might be needed to buy bicycles using the website.

The website should be developed such that it works on a variety of browsers including standard browsers as well as mobile browser. The design should also take into account user interface and usability requirements. Design of correct and consistent user interfaces is complicated but crucial for the success of the website. It may require extra efforts and time and may incur extra cost.

All the necessary data is to be stored and maintained in databases. The data stored must be correct and consistent. For a successful business it is crucial to provide secure and efficient website hosting services. Once the website is launched the next important step is to maintain the contents so that they are up to date, consistent, and are error free. Customer support must also be provided and customer queries should be answered promptly.

2. Report

In this coursework you are required to complete the project management tasks including the quality assessment, risk analysis and software configuration management plans for this project. You have to write a report and give a presentation of these tasks. Each member of the group should contribute equally to the group report and presentation. The group report should be limited to 7 pages (A4, 12 font size). For this assignment you are expected to do some research and provide references to justify and support your work.

2.1 Quality Assessment

The requirements specified in section 1 lacks an appropriate quality assessment. You are required to provide an appropriate quality assessment with the aim of setting up a quality plan for the proposed project. Your assessment should include the following:

- a) Define FOUR key quality factors associated with this project.
- b) Group members should each take ONE quality factor and explain why each of the quality factors is important in relation to the product quality and customer service for this project. The report should clearly mention individual contribution of group members to the quality factors.
- c) Describe the relationship between the quality factors you have identified. What type of relationship they have (e.g., indifferent, complementary, or conflicting). Explain your answer giving appropriate reasons.

2.2 Risk Analysis

You are required to produce a risk management plan for this project. Identify FOUR major risks to achieving success on this project. Group members should each take ONE risk and prepare an argument as to why this is a major risk and how you propose to minimize it for this project. Your report must cover the following:

- Description of the risk – what the risk is? How is it related to this project?
- Give appropriate justification for the selection of the risk
- The likelihood of the risk: use different ratings such as low, medium, high to indicate the likelihood of it happening
- Likely impact of the risk on the project if it is not dealt with
- Risk management – a description of the process you will use for managing the risk
- Describe the research study conducted to investigate this risk analysis

The report should clearly mention individual contribution of group members to the risk factors.

2.3 Software Configuration Management

Specify a configuration management plan for this project. You should suggest workable configuration management procedures that are likely to provide safeguards against product quality and software maintenance difficulties. You may justify the use of specific tools and methods for the development, testing and release of software to customers.

2.4. Individual report

In addition to the group report, each student should submit an individual report of two pages (A4, 12 font size):

- Provide a summary of a student's contribution to the coursework. Also clarify the types of risk and quality factors you've contributed to.

- Give one example of some task/feature you learned from the group – that is, something which you would not have learned without working in a group

3. Presentation

Presentation should include the project management tasks of quality assessment, risk analysis and software configuration management plans for this project.

The presentation assessment will look for an overall integrated team effort but where individuals will also be assessed on their individual contribution. Team members should be well prepared and be able to answer any question related to the contents of the presentation.

The contents should be appropriate and related to the project. They should also be informative giving a clear sense of knowledge being applied. The presentation should be properly structured with clear introduction, main contents and conclusion. The delivery of the presentation should also be clear.

- Presentations will take place on the **11 November 2013 (week 8)**. Presentation schedule for each group will be announced on the module website.
- Powerpoint or OHP facilities will be available.
- Each group will have 10 minutes to give a presentation.
- Each member of the group is required to contribute to the group presentation. You should organise your presentation to give a coordinated team effort.
- In your presentation you should support your arguments with evidence and references to good practice in project management.
- You will also be marked individually on your presentation.
- Marks will be distributed between content, presentation style and delivery, and individual efforts and contribution.

Hand in:

Presentations will take place during the practical session on **11 November 2013 (week 8)**.

The hand in deadline for the REPORT is, **1:00 pm, 11 November 2013 (week 8)**.

You must submit the coursework to the coursework box labelled U08784 in the Turing building entrance foyer (behind the stairs) at Wheatley Campus.

Please attach the coursework coversheet to your report.

Marking Scheme**Presentation (40%):**

Contents	15%
Presentation style	15%
Individual effort/contribution	10%

Report (60%):

Quality assessment	15%
Risk Analysis	15%
Software configuration management	15%
Individual reports	15%

This assignment contributes 30% toward your U08784 overall mark.

To obtain a pass you must:

- Produce appropriate plans for quality assessment, risk analysis and configuration management and give presentation
- Presentation should have appropriate contents and structure

- Produce group report with some evidence of research
- Adequately document group meetings
- Produce individual reports to describe clearly the contribution for each group member and the risk analysis

To obtain a distinction you must:

Meet the criteria for a pass, and also:

- Provide good evidence of relevant research for the quality assessment, risk analysis and configuration management
- Produce complete and comprehensive plans for quality assessment, risk analysis and configuration management and give presentation
- Give a presentation which is well structured and clearly delivered showing interest and enthusiasm of the group members
- Justify the selection of quality factors and their importance in relation the product quality and give appropriate reasons
- Give justification for the selection of the risk factors. Also clearly describe the likelihood of the risks and their impact on the project and prepare complete risk management plan
- Specify a complete configuration management plan which is likely to provide safeguards against product quality and software maintenance difficulties
- Provide complete and well documented minutes of group meetings as well as providing individual reports that clearly indicate individual roles, responsibilities and individual achievements.