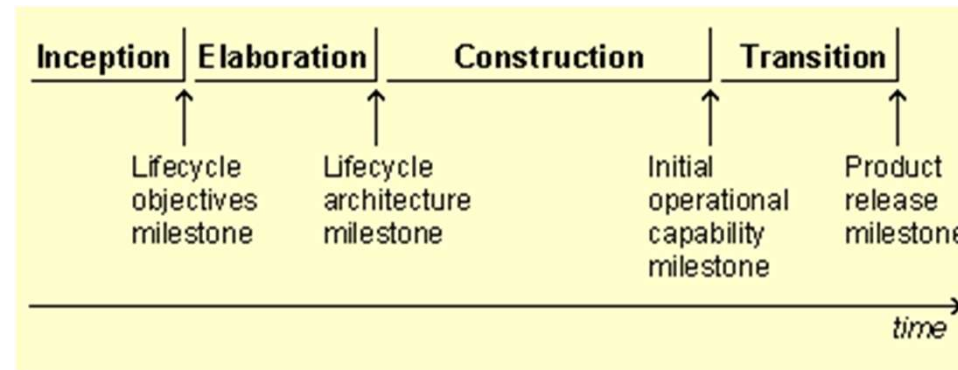# Project planning tasks

Projeto em Informática – Licenciatura em Engenharia Informática, Departamento de Eletrónica, Telecomunicações e Informática, Universidade de Aveiro

(2023/2024)

Phases and milestones of a project (OpenUP)

source:
http://epf.eclipse.org/wikis/openup/practice.mgmt.risk_value_lifecycle.base/guidances/concepts/phase_milestones_5678231E.html

2

inception phase

Inception is about understanding the project scope and objectives

Understand what to build. Determine an overall vision, including the scope of the system and its boundaries. Identify the stakeholders: who is interested in this system and what are their success criteria?

Identify key system functionality. Decide which requirements are most critical.

Determine at least one possible solution. Assess whether the vision is technically feasible. This may involve identifying a candidate high-level architecture or doing technical prototypes, or both.

Understand the high-level estimate for cost, schedule, and risks associated with the project.

source:
http://epf.eclipse.org/wikis/openup/practice.mgmt.risk_value_lifecycle.base/guidances/concepts/inception_phase_C4456871.html

3

each team must prepare:

1. Project presentation

2. Project calendar

3. Communication plan

(Focus on agile software development)

duration: 8 minutes

due date: february 27, 2024

1. project presentation

Research group presentation *(if applicable)*

Project presentation
> *Context*
> *Problem*
> *Goals*
> *Related work (draft version)*
> *Expected results*

2. project calendar

Tasks list

Project schedule

project due date determined by calendar; be aware of the Students@DETI event

Milestones (4)

number and short description (< 120 chars)

Deliverables

things the project needs to deliver (e.g., software packages and reports)

Duncan Haughey. Project planning a step by step guide. http://www.projectsmart.co.uk/project-planning-step-by-step.php. Accessed February 20, 2015.

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2.1. task list

Find which are the main building-blocks (modules) of your project

Assign team members to each module

List the tasks by module

Example: Module: Back office (Ana & Pedro)

              Task 1 (Ana & Pedro) : short description

              Task 2 (Ana) : short description

              etc.

              must have a relationship with the deliverables in previous slide

3. communication plan

Project website and repository (codeUA / Github / Redmine / …) **(5/3)**

> *Project plan*
>
> *Reports and presentations*
>
> *Role and list of activities by team member*
>
> *Repository (Git)*
>
> *Private (team) information*
>
> *Give access to the supervisors and course instructor*

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agile software development

Agile manifesto statements

Individual and interactions over process and tools

Customer collaboration over contract negotiation

Working software over comprehensive documentation

Responding to change over following a plan

Agile teams are

Individual awareness: *how can I be the best me*

Team awareness: *how can I help the team*

Enterprise awareness: *how can I help my organization (project)*

Community awareness   *how can I give back to my community*

agile software development

Eclipse (2007). Introduction to OpenUP (Open Unified Process). https://eclipse.org/epf/general/OpenUP.pdf. Accessed February 20, 2015.

Scott Ambler (2013). Going beyond Scrum. Disciplined Agile Consortium, white paper series. http://disciplinedagileconsortium.org/Resources/Documents/BeyondScrum.pdf. Accessed February 20, 2015.

Intel Corporation (2012). IT project planning guide for Intel – Active management technology deployment. https://downloadcenter.intel.com/Detail_Desc.aspx?DwnldID=21058&lang=eng. Accessed February 20, 2015.

to do list

Project presentation

context, problem, goals, tasks, expected results, related work, calendar, communication and assignments by team member

Project calendar

Communication plan

Project website (code UA)