Project Implementation Plan

INF70005 STRATEGIC PROJECT MANAGEMENT

Abishek Balakrishnan Selvam
102009630 | SWINBURNE UNIVERSITY OF TECHNOLOGY

Executive Summary

This document consists of a project proposal and initial project implementation plan for development of e-commerce website for Aldi Supermarket Australia. Currently, Aldi has an online website just for listing all their catalogue items and enabling customer to prepare a purchase list. Going forward, once the e-commerce website has been developed customers would be able to make purchases online and pick them up from the nearest available store. This project describers how Aldi could build an e-commerce website with their team of 13 members, budget of A$ 300,000 and time period of 79 days.

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1 Introduction and Objectives of the Project Plan

1.1 Overview of the organization

Aldi, the German supermarket chain first opened its store in Australia in the year 2001, since then it has grown rapidly over the years. Currently there are over 500 stores in Australia. Founded by Karl and Theo Albrecht in the year 1946, the best-selling strategy for Aldi was the Albrecht discounts which significantly reduced the price of everyday usage products. Aldi's strategy of customer friendly shopping caused a huge distress to major brands such as Coles and Woolworths and to re-think their business strategy.

Currently the online website of Aldi only displays the catalogue items along with promotions and weekly discounts. Some of the other features in the existing website are the display of store details, loyalty programs, newsletter signup and About Aldi. Customers who visit the Aldi website are limited to just adding the desired products in the shopping list and printing the list.

1.2 Current Situation and Problem/Opportunity Statement

With a continuous expansion of Aldi stores throughout 6 states of Australia, building a presence over a short period of time was the greatest achievement. But this achievement has come with a cost; as competitors of Aldi have already captured the online market, being a new entrant can be quite challenging. Aldi has set its sight quite high, with a website design already in mind IT director of Aldi has held several meetings with senior executives, clients and the CEO. An approval for development of an e-commerce website for Aldi is on its way.

Aldi's plan for entering the online shopping business would initially enable customers to make purchases on their website and a pickup from the nearest available store. This initiative would benefit customers by having faster checkout, offers being directly applied for each product during selection, safe and secure payment gateway and easy pickup. By displaying the entire store online, customer has the freedom of choosing any product at any time without worrying about the product being out of stock, shopping time management parking access and so on. Aldi believes this smart move would greatly reduce the shopping time for every customer.

2 Project Charter

2.1 Project Information

Project name:	Development of e-Commerce website for Aldi Stores Australia
Proposed Duration	From 01/08/2019 – 22/10/2019
Proposed Budget:	A$300,000
Project Sponsor:	Chris Helderman & Marc Stephan
Client Company:	Aldi Stores internal project sponsored by the IT director and carried out with the internal development team.
Project Outline:	This project will deliver a new webpage for Aldi Stores Australia which includes: • A new look using modern webpage development tool • A new backend API developed using alternate framework • Additional new database system • A login portal for customers with a feature of saving customer details and payment information.
Business Rationale	E-Commerce website once implemented would be a new business venture for Aldi Stores. Some of the important benefits are • Increase in customer base • Increase in customer satisfaction index • Increase in sales • Increase of revenue for the organisation

Table 1: Project Information

2.2 Project Objectives

The Primary objective of the project is to develop an e-commerce website for Aldi stores where customers can purchase supermarket items from the comfort of their homes and through the web. However, for the implementation purpose the scope is limited only to the

development of webpage. Being an online supermarket, customers have the freedom of browsing through catalogue, choosing product of interest, adding them to cart, saving it for later, proceeding with checkout and finally providing an option to choose desired payment gateway.

New customers would be asked to fill a form asking for customer details such as Name, DOB, billing address, shipping address, payment information, and gift options. An e-mail notification would be sent at every step of the process.

Once the project has been delivered, the benefits for the organization would be:

1. Any customer can access the Aldi stores webpage. This includes customers with disability as well.
2. Customer have the option to either register or browse through catalogue
3. Only registered customer can add items to cart or save it for later
4. Contact us would provide support via customer care
5. Registered customer will have the option to purchase order and choose option for pickup
6. Admin users will be given additional privileges. This includes adding, removing, editing products and product info
7. Admin has the privilege to resolve customer queries.
8. A user guide available for navigation through Aldi online store.

2.3 Project approach

For the development of e-commerce website, the chosen methodology would be the traditional waterfall model. Aldi being a huge organization each step taken would require a careful consideration and an approval process. Aldi believes having a plan and sticking to it would help project achieve it success by effective utilization of budget. Though waterfall model requires huge documentation, the process would look much simpler as all information regarding resource planning, technical specification, risk assessment, project schedule using Gannt chat are available beforehand. With our experienced project manager waterfall model can be quite effective as the person responsible would have a better understanding of

project scope, budget and risks. Stakeholders concern over project delivery would be relieved.

2.4 Roles and Responsibilities

Based on *A guide to the project management body of knowledge (PMBOK Guide) (*2017, pp. 24-27), below table describes the role details of the Stakeholders involved in this project.

Role	Name/Title	Description
Project Sponsor	Chris Helderman & Marc Stephan, National IT Director & IT Director of ALDI Australia	Involvement in the development of the project & will require intermittent feedback
Project Manager	Kris Zaug	This person is responsible for delivering the project within the stipulated time and budget
Front-end Team leader	Jaime Grilli	This person is responsible for working collaboratively with the group manager, actively supervise the team under him, provide technical guidance and strategically achieve organisations objectives
Front-end team members	Josie Collier, Ruchi sinojia	This team is responsible for development of new interface, build libraries for future purpose, UX/UI, Collaborate with other team members
Back-end Team Leader	Lisa Daenzer	Responsible for closely working with cross functional team, building support systems, increase efficiency of services and features and support team under her.

Back-end team members	Robert Scafie, Paul Maras	This team would be responsible for creating a strong relational database, efficient usage of ETL, develop an excellent backend architecture, create a robust cloud-based system
Business Analyst	Teresa Turner	Working closely with project leaders on process improvement, held drive project deliverables, expertise to ensure project outcomes are delivered
Security Specialist	Ed Lawdensky	Responsible for proactively manage perforisk by risk assessment and mitigate the identified
Integration specialist	Quinn Robertson	Responsible for developing data transiti using control tools, work closely with man customer specific initiatives, design, te implement data transformation objects
Testing Team Leader	Erick Waldchen	Responsible for creating test strategies, tes guide team to execute test cases and reports to project manager
Testing Team Members	Sengul Fadeyi, Davis Payne	This team is responsible for executing test eptance, manual, automation, user performance, GUI and produce results to te leader.

Table 2: Roles and responsibilities

2.5 Project Constraints

Due to limited budget and a phase by phase implementation of e-commerce website, project is limited only to the development of webpage alone. Customers after making a purchase must have to visit store for order pickup. The response time of webpage depends

of the performance of amazon web services. New contacts must be signed with payment gateway providers for safe and secure payments. With limited team members there may be a possibility of project being delayed.

2.6 Assumption

1. Project will start by 01/08/2019 and will end by 22/10/2019

2. Allocated budget is A$300,000 and project will not exceed the given budget
3. Bug fix will not exceed more than 20% in each dashboard

2.7 Preliminary Schedule and Budget Estimates

The project will take approximately 79 days to complete and with an estimated budget of $222,480.

2.8 Plan Modification Rules

Only the IT director and project manager are authorized to modify the project plan.

Authorized people:

Project Sponsor	Chris Helderman & Marc Stephan
Project Manager	Kris Zaug

2.9 Approval signatures

Role	Name/Title	Signature
Project Sponsor	Chris Helderman & Marc Stephan	
Project Manager	Kris Zaug	
Front-end Team leader	Jaime Grilli	
Back-end Team Leader	Lisa Daenzer	
Business Analyst	Teresa Turner	
Security Specialist	Ed Lawdensky	

Integration specialist	Quinn Robertson	
Testing Team Leader	Erick Waldchen	

3 Project Scope Management Plan

3.1 Product description

The e-commerce website for ALDI will predominantly facilitate the online transaction of goods by customers. There will be a main Homepage showing the visual representation of purchase process and 'Get Started' button along with other tabs. It will also provide the option to user to either browse shopping catalogue or Sign up. The sign-up page will require user to fill out a form by providing their personal and residential information. It will also give an option if they want to save their card details. Other tabs will be there for choosing the product picking time, logging into the user account, directly going to Shopping cart and describing the discount details, nearest pick-up locations & ALDI contact information. Additionally, while checking out, the website will enable users to select the desired payment method to make the process fluid and fast. Website would also allow customers to give service feedback or make an enquiry for their purchase online. This would help the ALDI team member to improve customer flexibility and autonomy. With bright colors, high quality images and graphics, the website will encourage users to explore, engage & buy products. Thus, Development of online e-commerce website will allow user to visit the website anytime and make the purchase without travelling and ultimately, result in a great overall efficiency.

3.2 Project Deliverables

- **System Requirement Specification (SRS) Document:** A document mainly including website description, business and user requirements specification and project expectation.

- **Project Implementation Document:** A document specifying goals, steps and all other details associated with Project implementation to confirm that adequate project preparation has carried out and satisfactory contingencies are set up.
- **Back-end development & Database design completion:** Database system design with all CRUD operations after considering what data should be stored and their relationship among each other. Also, implementation of all back-end functionalities along with user authentication and
- **Front-end development completion:** Development of all the customer-facing website pages using HTML, CSS and JavaScript.
- **Build Report:** A document detailing all the final designs after the development stage. Here, all the information is approved by all the team members.
- **Integration of Front-end and Back-end development:** Combining client-side and serverside to make the website work adequately.
- **Testing Report:** A document summarizing all the test activities & their outcomes in addition to assessment stating how well the Testing phase is executed.
- **Website deployment:** A process of a website pushing it to a live web server after the Integration of Front-end & Back-end and testing phase.
- **Full project report:** A concise report fundamentally indicating the project results, challenges faced and details for the improvement in project delivery for future utilization.

3.3 Scope Statement

The scope of 'Development of e-commerce website for ALDI stores' project incorporates the phases like planning, design, development, testing & transition of the online website. This online website will meet ALDI's standards and other requirements mentioned in the
Project charter. Moreover, this project scope encompasses the completion of all testing & final documents along with manuals for users to be utilized in concurrence with the e-commerce website. Project will be considered completed when the online website is successfully published

and ready to sell items. All the website building work will be executed internally without outsourcing any portion of the project.

3.4 Work Breakdown Structure Development

In this project, A Top-down approach is most suitable to design Work Breakdown Structure (WBS) by considering the limited resources, limited budget and future work in mind. This approach is proficient and less time consuming with compare to Bottom-up approach due to easy tasks decomposition in sub-tasks and resource allocation. WBS would be created and finalized by Project Manager.

WBS	Task Name	Description
1.1	Project Initiation	Initiating project by taking scope, deliverables and objective into consideration.
1.1.1	Business Analysis	Identification of the business needs, problems and determination of the corresponding solutions. **Milestone 1:**
1.2	Project Planning	Starting up the Project planning phase after collecting requirements.
1.2.1	Feasibility Study	Assessment of the practicality of the proposed project in terms of profitability, technical resources, cost etc.
1.2.2	Requirement Elicitation	Gathering user requirements from customers, clients and team members for the project.
1.2.3	Resource Planning	Taking care of human and non-human resources required during implementation stage

1.2.4	Budget Planning	Estimate costs which are probable to be induced before project completion.

1.2.5	Procurement Planning	Requirement consolidation after deciding timeframe with the goal to have them whenever required.
1.2.6	Risk Management	Determining, analysing and responding to the risks that may arise over project life cycle.
1.2.7	Communication Planning	Setting up clear guidelines for who is responsible for what, how information needs to be shared and who will be in loop for project communication.
1.2.8	Quality Planning	Identification and determination of which quality standards are relevant to project.
1.2.9	Project Implementation Plan	**Milestone 2:** Approval by Sponsor and document defining all the project aspects from a Project Management perspective
1.3	Project Execution	Starting up the project implementation part to deliver expected outputs.
1.3.1	Server-side Development	Initiating back-end development that includes series of modules.
1.3.1.1	Homepage Module	Different module development like Product, Cart, Pickup selection and so on required for ALDI online website.
1.3.1.2	Discounts Module	
1.3.1.3	Product Module	
1.3.1.4	Cart Module	
1.3.1.5	Pickup Selection Module	

1.3.1.6	Database Design	Determination of what data needs to be stored along with its classification and how they are interrelated by identifying their relationships.
1.3.1.7	Database Development	**Milestone 3:** Back-end development is successfully done including database design.

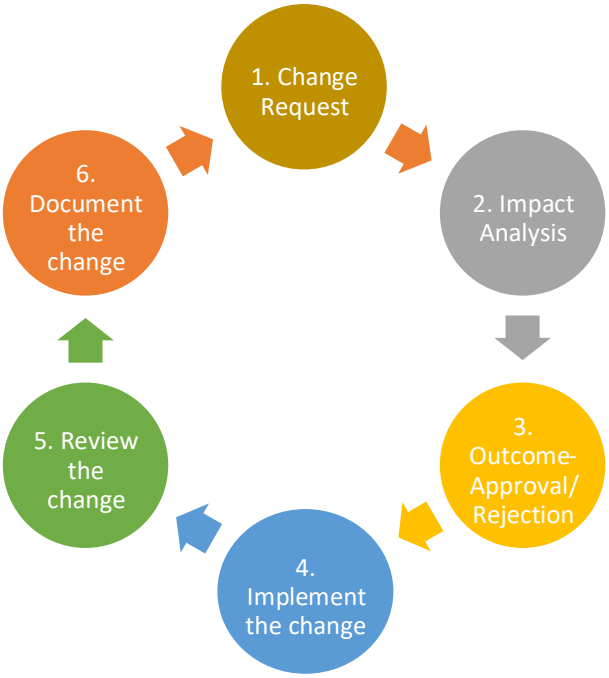
1.3.2	Webpage Development	Initiating front-end webpage development phase.
1.3.2.1	Homepage Module	Build all the module pages as per the UI design. **Milestone 4:** Front-end development of all the modules is successfully done.
1.3.2.2	Discounts Module	
1.3.2.3	Product Module	
1.3.2.4	Cart Module	
1.3.2.5	Pickup Selection Module	
1.3.3	Build Documentation	**Milestone 5:** All the final designs of each module is successfully documented after the approval by all members.
1.3.4	Integration of Front-End and Back-end	**Milestone 6:** Successfully setting up series of functions to make the website work properly.
1.3.5	Testing	Verification of all the features if they are working properly and identification of bugs, defects if there are any.
1.3.5.1	Functional Testing	Ensuring if the defined requirements are satisfied by the built website.
1.3.5.2	Performance Testing	Checking how the website performs by considering its stability and responsiveness in case of a particular workload.

1.3.5.3	Regression Testing	Re-running of non-functional and functional testing to verify that previously built and tested website still works properly after changes made.
1.3.5.4	User-Acceptance Testing	Users will test the website functionality to ensure that it can manage required tasks as per the specification in real-world case.
1.3.5.5	Testing Documentation	**Milestone 7:** It will cover the paramount aspects of testing phase like test plan, test cases, results etc.
1.4	Project Deployment	**Milestone 8:** Pushing the website to a live web server after developing and testing it.
1.4.1	User Documentation	Listing down steps and guidelines for users to provide usability assistance.
1.4.2	End-of Project Report	**Milestone 9:** Stating full information about milestones, accomplishments, timelines, etc.

Table 3: Work breakdown structure

3.5 Scope Change Management Process

If any critical change request is there by client that might affect overall project budget or delivery time, then this request needs to go through the Project Manager and Change Control Board (CCB). The committee members along with Project Manager will analyze this change request and perform its impact analysis by taking various factors into consideration such as risk, benefits and effort. Followed by that, a result of Approval or Rejection will be declared after communicating the change request with each other. Below process diagram will be followed to address the Scope change management. Once the change is approved and incorporated in the project, the team will review it and update the relevant details including risk, quality and changes made in the corresponding documents.



List of CCB members involved in different steps are mentioned below.

Process Name	Member of CCB Involved
Log change in the change request register	Project Manager
Analysis of the change	Project Manager, All Team members, Requestor
Outcome of the analysis (Approval/Rejection)	Project Manager, All Team members
Change implementation	Team members
Review the change	Project Manager
Update and Rebaseline project documentation	Project Manager

4 Schedule Management Plan

4.1 Project Schedule

(Refer Appendix – Table A for Gantt Chart)

ID	WBS	Task Name	Duration (Days)	Start	Finish
1	1.1	Project Initiation	4	1/8/2019	4/8/2019
2	1.1.1	Business Analysis	4	1/8/2019	1/8/2019
3	1.2	Project Planning	19	5/8/2019	23/8/2019
4	1.2.1	Feasibility Study	2	5/8/2019	6/8/2019
5	1.2.2	Requirement Elicitation	4	7/8/2019	10/8/2019
6	1.2.3	Resource Planning	3	11/8/2019	13/8/2019
7	1.2.4	Budget Planning	2	14/8/2019	15/8/2019
8	1.2.5	Procurement Planning	1	16/8/2019	16/8/2019
9	1.2.6	Risk Management	4	17/8/2019	20/8/2019
10	1.2.7	Communication Planning	1	21/8/2019	21/8/2019
11	1.2.8	Quality Planning	1	22/8/2019	22/8/2019
12	1.2.9	Project Implementation Plan	1	23/8/2019	23/8/2019
13	1.3	Project Execution	51	24/8/2019	4/10/2019
14	1.3.1	Server-side Development	29	24/8/2019	22/9/2019
15	1.3.1.1	Homepage Module	5	24/8/2019	29/8/2019
16	1.3.1.2	Discounts Module	3	30/8/2019	1/9/2019
17	1.3.1.3	Product Module	7	2/9/2019	8/9/2019
18	1.3.1.4	Cart Module	5	9/9/2019	13/9/2019
19	1.3.1.5	Pickup Selection Module	2	14/9/2019	15/9/2019
20	1.3.1.6	Database Design	5	16/9/2019	20/9/2019
21	1.3.1.7	Database Development	2	21/9/2019	22/9/2019
22	1.3.2	Webpage Development	10	24/8/2019	2/9/2019

23	1.3.2.1	Homepage Module	2	24/8/2019	25/8/2019
24	1.3.2.2	Discounts Module	2	26/8/2019	27/8/2019
25	1.3.2.3	Product Module	2	28/8/2019	29/8/2019
26	1.3.2.4	Cart Module	2	30/8/2019	31/8/2019
27	1.3.2.5	Pickup Selection Module	2	1/9/2019	2/9/2019
28	1.3.3	Build Documentation	3	23/9/2019	25/9/2019
29	1.3.4	Integration of Front-End and Back-end	5	26/9/2019	30/9/2019
30	1.3.5	Testing	9	1/10/2019	9/10/2019
31	1.3.5.1	Functional Testing	3	10/10/2019	12/10/2019
32	1.3.5.2	Performance Testing	1	13/10/2019	13/10/2019
33	1.3.5.3	Regression Testing	3	14/10/2019	16/10/2019
34	1.3.5.4	User-Acceptance Testing	1	17/10/2019	17/10/2019
35	1.3.5.5	Testing Documentation	1	18/10/2019	18/10/2019
36	1.4	Project Deployment	4	19/10/2019	22/10/2019
37	1.4.1	User Documentation	2	19/10/2019	20/10/2019
38	1.4.2	Project Report	2	21/10/2019	22/10/2019

Table 4: Project Schedule

5 Cost Management plan

5.1 Project Budget

A detailed budget of the project has been put forth in the below table, this includes price rates for each stakeholder after referring to Glassdoor (2019) and Payscale (2019). The Project development Cost Analysis will comprise phase wise expenses with Human Resources cost. Additionally, the cost management plan also includes Project Implementation Cost Analysis which would cover project support costs, energy costs and other miscellaneous expenses. These costs would be adjusted thoroughly during project so as to keep the track of budget constraints.

Based on the task durations in days and pay rate of every human resource, the estimated total cost after both the analysis is $ 222,480. Allocated budget being $300,000, currently, the project has a buffer of $77,520 which shall be used in the scheduling and risk management. A detailed cost baseline is provided in the Appendix - Table B.

5.2 Budget Constraints

- The budget has been calculated for project development and implementation. Due to limited funding the total number of resources employed for this project is limited to 13 members. This has eventually reflected in the increased project deadline.
- Limited budget has also limited the company for acquisition of highly talented frontend and backend developers. This may adversely affect the quality of website being designed
- Aldi's venture towards the online store is being implemented phase by phase, Due to limited budget Aldi has not been able to concentrate on supply chain but only towards e-commerce website.

6 Quality management plan

6.1 Quality Standards

Quality standards as mentioned in Rever (2007).

6.2 Quality Metrics

This project utilizes the below metrics mentioned to measure the quality of the project which will be in synch with the acceptance criteria as stated in the Standards Document.

- Feedback from Project Sponsor
- Gathering Testing team feedback
- Gathering Internal Staff feedback
- Feedback from customers

6.3 Quality Management Approach

An SRS document will be composed with inputs from project sponsor, QA staff, internal staff, and customer feedback. This document shall be used as a standard reference for quality control and quality assurance. Erick Waldchenand team would be responsible for development of this document and will be submitted to IT director for further approval.

Tools	Purpose	Who uses it?
Microsoft Project	Maintain the project	Project Manager
Microsoft Office	Documentation, Presentation and Data Analysis	Entire Team
Visual Studio	Development of Project	Front-End and Back-End Team
Selenium	Automated Testing	Testing Team
LOCC	Quality Measurement	Business Analyst, Project Manager

6.4 Quality Assurance

The quality assurance technique used below will be followed throughout the development of the project in order to meet the acceptance criteria and to maintain the quality standards as stated in project SRS document.

- **Bi-Weekly Reports:** Reports from the front-end team, Back-end team, integration team, business analyst will consist of all the updates and this shall be presented for acceptance from project manager.
- **Functional Testing:** These tests care carried out by QA team to validate all the functionalities for the webpage, such as testing of product selection, discounts being applied, payment page redirection order placement etc.
- **Performance Testing:** These tests are conducted by backend to validate server load, during peak time, multiple order placement from single customer and so on.
- **Regression Testing:** This testing is carried out to validate repeated process such as customer registration, order update, cancel order etc.
- **User acceptance testing:** This is a very important aspect of quality assurance, as it validates the e-commerce website from customer's point of view.

6.5 Quality Control

To determine if the project complies with the quality standards and acceptance criteria, the following deliverables shall be considered:

- Testing Report: A summarization of all the testing activities which shall be reviewed by front-end team, back-end team, project manager and IT director to ensure compliance of the report.
- Survey Report: This report will consist of all the ratings from the survey conducted by Aldi on pilot customers during the testing period. A rating of 4 out of 5 must be met to satisfy the acceptance criteria.

7 Risk management plan

Risk assessment and mitigation strategies are adopted from the NIST (2012) standards and framework. The risk mitigation plan suggests the measures/ controls to be put in place in order to minimize the risk occurrence and its adverse effects. Considering the project scope and from detailed research of risks identified in similar projects, likelihood and impact values are assigned to the risks (Arnuphaptrairong 2011).

7.1 Risk Management Strategies

Process Name	Process Description
Risk Identification	Risk identification will be carried out in the initial phase of project by the risk team. All the stakeholders will share the concerns and identify the risks in each step of the project. This can be done by conducting timely stakeholder meetings.
Risk Analysis	Once the risks are identified, the risk team will analyze the risks based on the severity of impact the risks have. The analysis can be done in a qualitative or quantitative manner.
Risk Planning	Based on the severity of the risks the risk planning will be conducted. The risks critical to the cost and time are planned and prioritized for mitigation and control. The risk team will develop effective risk plan accordingly suggesting appropriate risk mitigation steps by evaluating cost-benefit analysis for controls.
Risk monitoring & control	Risk monitoring will be done at each phase of project to ensure that the controls implemented to mitigate risk are in place. Regular reporting by individual teams will be done and the concerns or risk incidents will be recorded and addressed in a timely manner.

Table 5: Risk Management Strategies

7.2 Risk Management tools

Tool Name	Tool Description
Reviewing Documentation	Reviewing of documents related to project like articles, business functioning procedures will help to identify the risks in early project planning phase.
Conducting interviews	Interviewing all the stakeholders involved in the project is the right tool to identify the risks upfront. For e.g. The web development team can ask for recommendations from the customers to better understand the needs before-hand and eliminate the risk of going out of scope.
Risk Status Report	The risk team for the project will note the timely updates on risks and the measure to be taken to mitigate those risk in a weekly report.
Delphi Method	Opinions of a group of industry experts will be taken to identify the likelihood and impact of the future events. The recommendations obtained from this method will be used to manage the probable risks in the development process.

Table 6: Risk management tools

7.3 Risk Categories

7.3.1 Controllable Risks

Dimension	Name	Description
Cost	Exceeding Budget	The risk of project going out of budget and risk of failure of cost estimation

Operations/ Procedures	Breach of contract	The web development team may not produce the results according to the decided scope or quality.
Technology	Webpage responsiveness	The risk of page load time exceeding the acceptable limits.
Customers	Customer satisfaction	The risk of customers not satisfied with the beta version of the shopping portal

Table 7: Controllable Risks

7.3.2 Uncontrollable Risks

Dimension	Name	Description
Organizational environment	Changes in senior management structure	The risk of changes in top-level personnel may hinder the project's progress and delay it.
Technology	Compatibility issues	The risk of unforeseen compatibility issues in the technologies being used can delay the project.
Political environment	Changes governmental policies and regulations.	The risk of changes in the governmental policies and regulations, may lead to the untimely cancellation of the project.
Customers	Changes in requirements	The changes in the requirements set during the requirements gathering phase may render the end product unusable/ inappropriate.

Table 8: Uncontrollable Risks

7.4 Risk Probability and Impact

Risk Name	Probability	Impact	Total Risk Score
	(P)	(I)	(P x I)
Exceeding budget	0.4	8	3.2
Breach of Contract	0.2	8	1.6
Web-page responsiveness	0.2	5	1
Customer Satisfaction	0.3	9	2.7
Changes in senior management structure	0.1	10	1
Compatibility issues	0.2	8	1.6
Changes in governmental policies and regulations.	0.1	10	1
Changes in requirements	0.3	10	3

Table 9: Risk Score Matrix

7.5 Risk Mitigation Strategies

Risk Name	Risk Type	Strategy type	Strategy Description	Risk Owner
Exceeding budget	Controllable	Mitigation	The scope of the project can be diminished in order to meet the budget constraints	Project manager/ Finance analyst
Breach of Contract	Controllable	Mitigation	Penalties can be applied included in the contract agreement in order to ensure that the cost incurred due to delays can be recovered	Project manager
Web-page responsiveness	Controllable	Mitigation	Regular performance testing routines should be set up in order to minimize the performance issues.	Back-end /Front-end Team leaders
Customer Satisfaction	Controllable	Mitigation	More rigorous requirement gathering process and timely implementation of testing should be carried out.	Project manager
Changes in senior management structure	Uncontrollable	Alternative	Briefing the new senior management team members critical to the project completion about the developmental status and predetermined project completion deadlines.	Project manager
Compatibility issues	Uncontrollable	Alternative	Taking expert advices on making sure that the incompatibilities in technology are for real and not just because of lacking staff experience.	Back-end /Front-end Team leaders

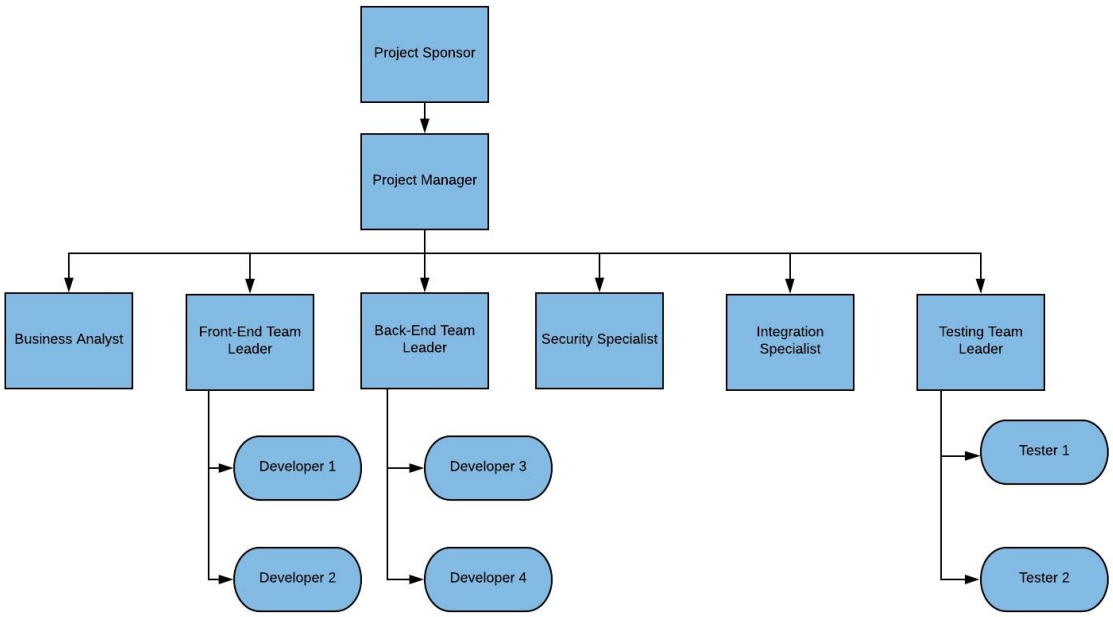
			Alternative technological solutions can be put in place.	
Changes in governmental policies and regulations	Uncontrollable	Alternative	Conducting the meetings with senior management and other stakeholders to either change the project scope or cancel the project in worst conditions.	Senior management/ Project manager
Changes in requirements	Uncontrollable	Alternative/Mitigation	Re-implementing the design phase operations. Making sure to keep the presently developed components in place as much as possible.	Project manager, Back-end /Front-end Team leaders

Table 10:Risk Mitigation Strategies

8 HR Management plan

8.1 Project organization

8.1.1 Project team

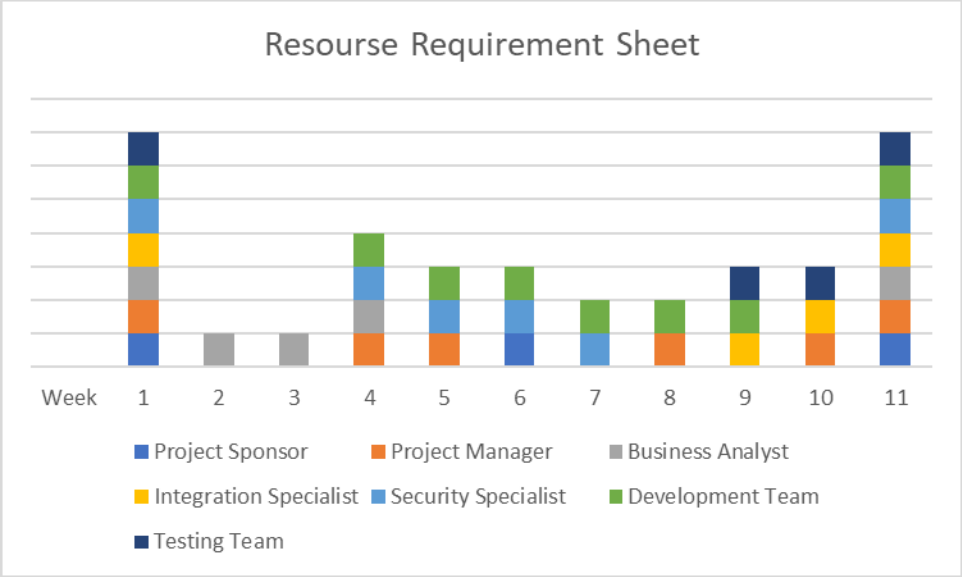


8.1.2 Key Stakeholders

	Key Stakeholders		
Name	Chris Helderman	Marc Stephan	Kris Zaug
Role on Project	Project Sponsor 1	Project Sponsor 2	Project Manager
Organization	ALDI	ALDI	ALDI
Phone Number(s)	example@email.com	example@email.com	example@email.com
Email Address	xxx-xxx-xxxx	xxx-xxx-xxxx	xxx-xxx-xxxx

Unique Facts	Use e-mail only	Phone for urgent assistance and email the rest of the time	Use Email or phone for communication
Suggestions for managing communications	Only vital updates	Only vital updates	Inform all relevant updates

8.2 Resource requirements



8.3 Resource Assignment

Task Name	Resource Requirement
Project Initiation	Project Manager, Business Analyst
Business Analysis	Business Analyst
Project Planning	Project Manager, Business Analyst
Feasibility Study	Project Manager, Business Analyst
Requirement Elicitation	Project Manager, Business Analyst
Resource Planning	Project Manager, Business Analyst

Budget Planning	Project Manager, Business Analyst
Procurement Planning	Project Manager, Business Analyst
Risk Management	Project Manager, Business Analyst
Communication Planning	Project Manager, Business Analyst
Quality Planning	Project Manager, Business Analyst
Project Implementation Plan	Project Manager, Business Analyst
Project Execution	Business Analyst, Security Specialist, Integration Specialist, Back-End Team and Front-End Team
Server-side Development	Back-End Team and Security Specialist
Homepage Module	Back-End Team and Security Specialist
Discounts Module	Back-End Team and Security Specialist
Product Module	Back-End Team and Security Specialist
Cart Module	Back-End Team and Security Specialist
Pickup Selection Module	Back-End Team and Security Specialist
Database Design	Back-End Team and Security Specialist
Database Development	Back-End Team and Security Specialist
Webpage Development	Front-End Team
Homepage Module	Front-End Team
Discounts Module	Front-End Team
Product Module	Front-End Team
Cart Module	Front-End Team
Pickup Selection Module	Front-End Team
Build Documentation	Business Analyst

Integration of Front-End and Back-end	Integration Specialist
Testing	Testing Team and Business Analyst
Functional Testing	Testing Team
Performance Testing	Testing Team
Regression Testing	Testing Team
User-Acceptance Testing	Testing Team
Testing Documentation	Business Analyst
Project Deployment	Project Manager
User Documentation	Business Analyst
Project Report	Project Manager

9 Communication Plan

9.1 Stakeholder Analysis

Name	Chris Helderman	Marc Stephan	Kris Zaug
Role on Project	Project Sponsor 1	Project Sponsor 2	Project Manager
Organization	ALDI	ALDI	ALDI
Contact Information	example@email.com	example@email.com	example@email.com
Unique Facts	Use e-mail only	Phone for urgent assistance and email the rest of the time	Use Email or phone for communication
Level of Interest	HIGH	HIGH	MEDIUM
Level of Influence	HIGH	MEDIUM	LOW
Suggestions for managing relationships	Only vital updates	Inform all updates	Inform all relevant updates

9.2 Project reports

	Data Needed	**Frequency of Collection**	**Responsible Party for Data Collection & Analysis**	**Report Media & Format**	**Responsible Party for Distributing Report**
Daily Status Report	Key updates	Daily	Team Members	Status Update form	Team Leader

SRS	Website Description, Business, and User Requirements and Project Expectation	Once	Business Analyst	SRS	Project Manager
Project Implementation Document	Implementation Plan, Work Assignment, Contingency Plan	Once	Business Analyst and Project Manager	Project Implementation	Project Manager
Back-End Completion Report	Database Design, comment explanation, constraints, and Limitations	Once	Back-end Team Leader	End of Project	Back-end Team Leader
Front-End Completion Report	Comment Explanation, Constraints and Limitations	Once	Front-End Team Leader	End of Project	Front-End Team Leader

Build Report	Build Structure, Functions, Modules, Limitations, and Constraints	Once	Front-End Team Leader and Back-End Team Leader	Final Build Report	Business Analyst
Integration Report	Successfully integrated modules and failed modules	Once	Integration Specialist	Integration Report	Business Analyst
Testing Report	List of possible bugs and test results	Once	Test Team Leader	Test Report	Test Team Leader
End of Project Report	SRS, Project Implementation , Back-End, Front-End, Build, Integration and Testing reports	Once	Business Analyst	End of Project	Project Manager

9.3 Project Meetings

	Purpose	**Frequency**	**Attendees**	**Reporting Requirements**

Daily Stand-up	Update everyone in the team	Daily	Front-End Developers and Team Leader	Status Updates and key decisions
Daily Stand-up	Update everyone in the team	Daily	Back-End Developer and Team Leader	Status Updates and key decisions
Daily Stand-up	Update everyone in the team	Daily	Testing Team and Team Leader	Status Updates and key decisions
Milestone Meeting	Update interdepartment about reaching the milestone and to decide on future action	End of Milestone	Project Manager along with all team members	Status updates and changes if made

9.4 Project Information Accessibility

All the files related to the development are stored in OneDrive and the accessibility of the file has been set based on the employee's clearance level.

9.5 Communications summary

Stakeholder	Type	Communication Medium	Frequency	Responsible Party
Chris Helderman	Status Reports	E-mail	Every Six Weeks	Kris Zaug

Marc Stephan	Status Reports	E-mail	Every Six Weeks	Kris Zaug
Kris Zaug	Status Reports	E-mail	Every 2 days	Team Leaders

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Appendix

Table A. Gantt Chart

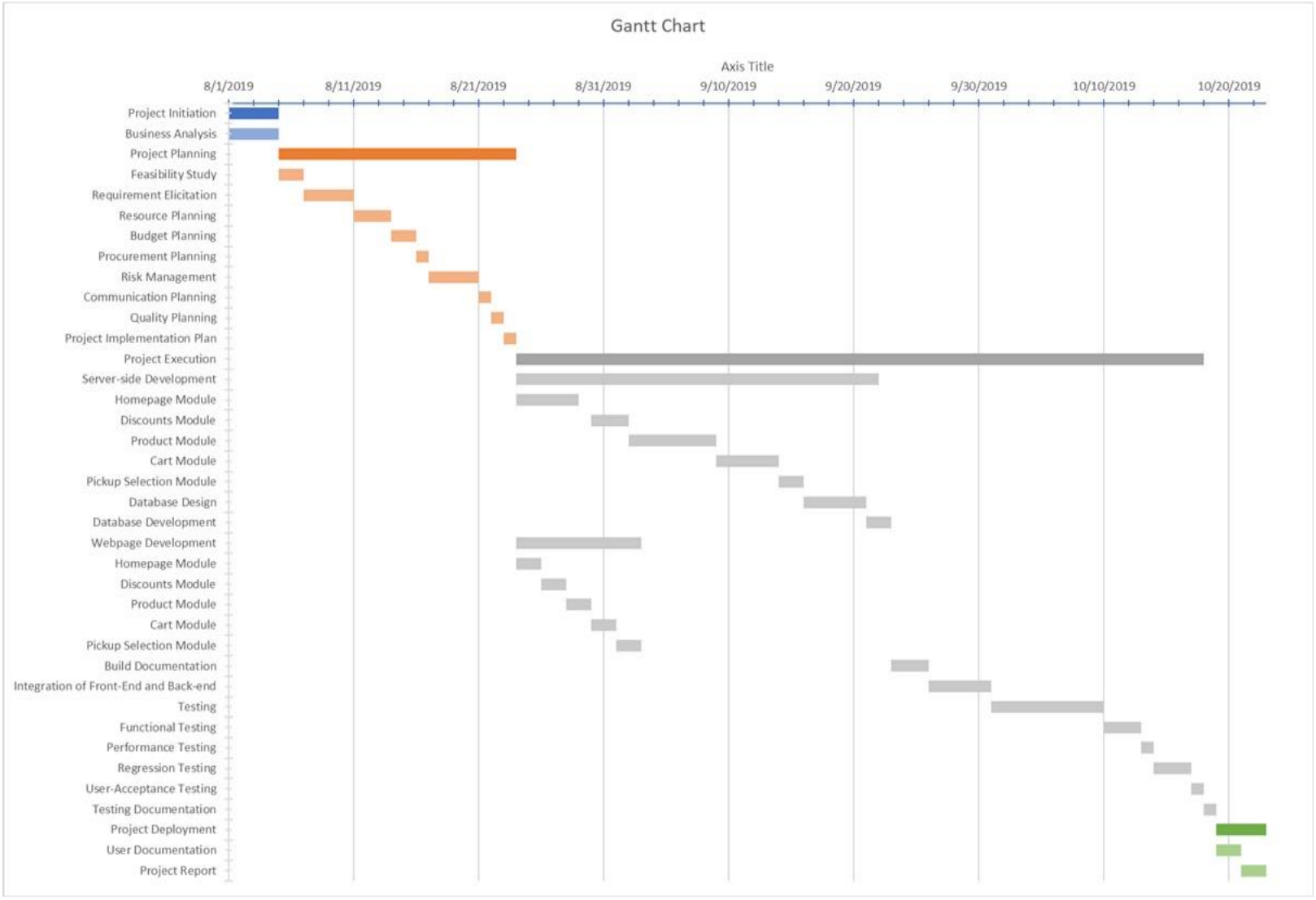

Table B. Cost Baseline

Project Development Cost Analysis																				
Resource Name			**Project Initiation**	**Project Planning**									**Project Execution**					**Project Deployment**		**Total**
Human Resources	Hourly Rate (in AUD)	Daily Rate (8h/day in AUD)	Business Analysis	Feasibility Study	Requirement Elicitation	Resource Planning	Budget Planning	Procurement Planning	Risk Management	Communication Planning	Quality Planning	Project Implementation Plan	Serverside Development	Webpage Development	Build Documentation	Integration of FrontEnd and Back-end	Testing	User Documentation	Project Report	Cost
Project Manager	$ 138.00	$ 1,104.00		2	2	1	1	1	1	1		1	1	1	1			2	2	$ 18,768.00
Front-end Team leader	$ 90.00	$ 720.00			1	1								3		1				$ 4,320.00
Front-end team member 1	$ 88.00	$ 704.00												2						$ 1,408.00
Front-end team member 2	$ 88.00	$ 704.00												2						$ 1,408.00
Back-end Team Leader	$ 90.00	$ 720.00			1	1							6			1				$ 6,480.00
Back-end team member 1	$ 88.00	$ 704.00											6							$ 4,224.00
Back-end team member 2	$ 88.00	$ 704.00											6							$ 4,224.00
Business Analyst	$ 99.00	$ 792.00	4				1								1					$ 4,752.00
Security Specialist	$ 95.00	$ 760.00							3				1	1						$ 3,800.00
Integration specialist	$ 90.00	$ 720.00											1	1		2		2		$ 4,320.00
Testing Team Leader	$ 87.00	$ 696.00									1		2		1	1	3			$ 5,568.00
Testing Team Member 1	$ 85.50	$ 684.00											3				3			$ 4,104.00

Testing Team Member 2	$ 85.50	$ 684.00											3				3			$ 4,104.00
Total Project Implementation Cost																				**$ 67,480.00**

Project Implementation Cost	
Other Expenses	**C D**
Server-site support	$ 3
Server Maintenance cost	$ 6
Email Services	$ 1
Oracle Database support	$ 2
Payment gateway rentals	$ 1
Energy cost	$ 3
Other Miscellaneous expenses	$ 1
Total Cost/Project Duration	**$ 1**

Project Development Cost Analysis	**Project Implementation Cost Analysis**	**Total Budget Estimation**
$ 67,480.00	$ 155,000.00	$ 222,480.00