**Work Package Solution**

**Planning**

| **WBS** | 1.1.1. |
| --- | --- |
| **Work Package** | PROJECT PREPARATION |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | Commencing the project planning. |
| **Completion State** | The course professor started giving instructions regarding the planning, from the deliverables until the project team creation. |
| **Assumptions** | The course professor started giving instructions regarding the project that each team will be doing. |
| **Risks** | The course professor did not give instructions regarding the project. |
| **Risk Mitigation** | Send a message regarding the planning of the project. |
| **Budget** | ₱1,725.60 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2029/activity?query_id=308> |

| **WBS** | 1.1.1.1 |
| --- | --- |
| **Work Package** | CREATION OF PROJECT TEAM |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | Everyone was finding and starting to form teams. |
| **Completion State** | Everyone started to get to know each other and assigned the project roles. |
| **Assumptions** | Everyone will be assigned to their project roles. |
| **Risks** | Some people are not members of a project team. |
| **Risk Mitigation** | Send a private message to the course professor. |
| **Budget** | ₱153.60 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2125/activity?query_id=308> |

| **WBS** | 1.1.1.2 |
| --- | --- |
| **Work Package** | CHOOSE PROJECT/CLIENT |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team decided to choose Villamin Wood and Iron Works as their client. |
| **Completion State** | The owner organization accepted the project. |
| **Assumptions** | The owner organization decided to accept to be the client. |
| **Risks** | The owner organization is not committed to the time. |
| **Risk Mitigation** | Follow up the owner organization for the acceptance of the project. |
| **Budget** | ₱307.20 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2030/activity?query_id=308> |

| **WBS** | 1.1.1.3 |
| --- | --- |
| **Work Package** | CHOOSE ADVISER/CONSULTANT |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team looked for advisers and consultants that are in line with our course for future meetings and consultations. |
| **Completion State** | The professor accepted the project. The group members started to consult for the project. |
| **Assumptions** | The professor accepted the project. Team members set up meeting links every week. |
| **Risks** | The professor is unavailable at a certain time allotted. |
| **Risk Mitigation** | Follow up the professor for the acceptance. |
| **Budget** | ₱460.80 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2031/activity?query_id=308> |

| **WBS** | 1.1.1.4 |
| --- | --- |
| **Work Package** | 1ST MEETING WITH ADVISER |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team presented the first three chapters of the project paper to the panelists. |
| **Completion State** | The team presented the project and completed the pre-defense. |
| **Assumptions** | The team accomplished half of the project and was successfully presented. |
| **Risks** | The team failed to present and finish half of the project paper. |
| **Risk Mitigation** | Follow up the team members who did not attend the presentation and did not contributed to the project paper. |
| **Budget** | ₱544.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2126/activity?query_id=308> |

| **WBS** | 1.1.1.5 |
| --- | --- |
| **Work Package** | 1ST MEETING WITH CLIENT |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team will be introduced to the client that will also be interviewed to gather information about the company. |
| **Completion State** | The team is able to gather important and useful information for the project to start. |
| **Assumptions** | The team will gain information that will help the company. |
| **Risks** | The client will be unavailable for the interview schedule. |
| **Risk Mitigation** | The team will send an update and confirmation about the scheduled meeting to prevent last minute changes.. |
| **Budget** | ₱260.00 |
| **.00Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2032/activity?query_id=308> |

| **WBS** | 1.1.2 |
| --- | --- |
| **Work Package** | PROJECT PROPOSAL |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team created a project proposal that will summarize the company’s needs and problems. |
| **Completion State** | The project proposal is accepted. |
| **Assumptions** | The team will be able to start working on the other parts of the project. |
| **Risks** | The proposed project will be rejected. |
| **Risk Mitigation** | The team will ensure that the proposed project will help the company. |
| **Budget** | ₱23,822.40 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2154/activity?query_id=308> |

| **WBS** | 1.1.2.1 |
| --- | --- |
| **Work Package** | 2ND MEETING WITH ADVISER |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team set a meeting with the adviser for checking the proposed project. |
| **Completion State** | The adviser will be able to check and proofread the proposed project. |
| **Assumptions** | The adviser will be able to provide comments and feedbacks for the improvement of the project proposal |
| **Risks** | The adviser will be unavailable for checking the proposed project |
| **Risk Mitigation** | The team will send the scheduled calendar invite to the adviser for the meeting. |
| **Budget** | ₱544.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2155/activity?query_id=308> |

| **WBS** | 1.1.2.2 |
| --- | --- |
| **Work Package** | PROJECT PROPOSAL EVALUATION (Sprint 1) |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team’s project proposal is evaluated. |
| **Completion State** | The proposed project is evaluated |
| **Assumptions** | The team’s project proposal will be accepted as the evaluation is completed. |
| **Risks** | The proposed project will have an incomplete information |
| **Risk Mitigation** | The team will double-check the project proposal and present it completely |
| **Budget** | ₱571.20 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2156/activity?query_id=308> |

| **WBS** | 1.1.2.3 |
| --- | --- |
| **Work Package** | PROJECT PROPOSAL PROGRESSION |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The project proposal will be continued to be worked on by the team for improvements. |
| **Completion State** | The project proposal will have additional information for the improvement. |
| **Assumptions** | The team’s project proposal will show improvements. |
| **Risks** | The team will not continue to work on the project proposal |
| **Risk Mitigation** | The project manager will ensure that the team will continue to work for the improvement on the project proposal |
| **Budget** | ₱21,888.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2157/activity?query_id=308> |

| **WBS** | 1.1.2.4 |
| --- | --- |
| **Work Package** | FINAL PROJECT PROPOSAL EVALUATION (SPRINT 2) |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The improved project proposal is evaluated. |
| **Completion State** | The improved proposed project is evaluated |
| **Assumptions** | The team’s improved project proposal will be accepted as the evaluation is completed. |
| **Risks** | The proposed project will have an incomplete information |
| **Risk Mitigation** | The team will double-check the project proposal and present it completely |
| **Budget** | ₱547.20 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2158/activity?query_id=308> |

| **WBS** | 1.1.2.5 |
| --- | --- |
| **Work Package** | SUBMISSION OF REVISED FINAL PROJECT PROPOSAL |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The final revision of the project proposal is submitted. |
| **Completion State** | The final revised project proposal is submitted successfully. |
| **Assumptions** | The team will be able to submit the final project proposal. |
| **Risks** | The proposed project will have incomplete information and the wrong file will be submitted. |
| **Risk Mitigation** | The team will double-check the project proposal and the file before submitting. |
| **Budget** | ₱272.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2159/activity?query_id=308> |

| **WBS** | 1.1.3 |
| --- | --- |
| **Work Package** | CREATION OF PROJECT MANAGEMENT PLANS |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team created the project management plans for the execution of the project. |
| **Completion State** | The project management plans are organized and well-encoded.. |
| **Assumptions** | The team will be able to start working on the other parts of the project management plans. |
| **Risks** | The project management plans are incomplete. |
| **Risk Mitigation** | The team will follow the members who did not fulfill their tasks |
| **Budget** | ₱36,440.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2160/activity?query_id=308> |

| **WBS** | 1.1.3.1 |
| --- | --- |
| **Work Package** | PROJECT CHARTER |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team created the project charter to outline the key aims and benefits of a project. |
| **Completion State** | The project management plans are organized and well-encoded. |
| **Assumptions** | The team will be able to start working on the project charter. |
| **Risks** | The project charter is incomplete. |
| **Risk Mitigation** | The team will follow the members who did not fulfill their tasks. |
| **Budget** | ₱2,080.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2161/activity?query_id=308> |

| **WBS** | 1.1.3.2 |
| --- | --- |
| **Work Package** | BUSINESS CASE |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team created the business case to outline the key aims and benefits of a project. |
| **Completion State** | The business case is organized and well-encoded. |
| **Assumptions** | The team will be able to start working on the business case. |
| **Risks** | The business case is incomplete. |
| **Risk Mitigation** | The team will follow the members who did not fulfill their tasks. |
| **Budget** | ₱2,284.80 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2162/activity?query_id=308> |

| **WBS** | 1.1.3.3 |
| --- | --- |
| **Work Package** | STAKEHOLDER MANAGEMENT PLAN |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team created the business case to manage the goals and expectations of key stakeholders. |
| **Completion State** | The stakeholder management plan is organized and well-encoded. |
| **Assumptions** | The team will be able to start working on the stakeholder management plan. |
| **Risks** | The scope management plan is incomplete. |
| **Risk Mitigation** | The team will follow the members who did not fulfill their tasks. |
| **Budget** | ₱2,080.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2163/activity?query_id=308> |

| **WBS** | 1.1.3.4 |
| --- | --- |
| **Work Package** | SCOPE MANAGEMENT PLAN |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team created the business case to outline the processes involved in executing and serves as a guideline to keep the project within specific limits. |
| **Completion State** | The scope management plan is organized and well-encoded. |
| **Assumptions** | The team will be able to start working on the scope management plan. |
| **Risks** | The scope management plan is incomplete. |
| **Risk Mitigation** | The team will follow the members who did not fulfill their tasks. |
| **Budget** | ₱2,188.80 |
| **Reference Docs** | https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work\_packages/2033/activity?query\_id=308 |

| **WBS** | 1.1.3.5 |
| --- | --- |
| **Work Package** | COST MANAGEMENT PLAN |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team created the cost management plan to map and control a budget. |
| **Completion State** | The cost management plan is organized and well-encoded. |
| **Assumptions** | The team will be able to start working on the cost management plan. |
| **Risks** | The cost management plan is incomplete. |
| **Risk Mitigation** | The team will follow the members who did not fulfill their tasks. |
| **Budget** | ₱1,228.80 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2034/activity?query_id=308> |

| **WBS** | 1.1.3.6 |
| --- | --- |
| **Work Package** | SCHEDULE MANAGEMENT PLAN |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team created the schedule management plan to define how the project schedule is managed throughout the process. |
| **Completion State** | The schedule management plan is organized and well-encoded. |
| **Assumptions** | The team will be able to start working on the schedule management plan. |
| **Risks** | The schedule management plan is organized and well-encoded. |
| **Risk Mitigation** | The team will follow the members who did not fulfill their tasks. |
| **Budget** | ₱2,856.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2035/activity?query_id=308> |

| **WBS** | 1.1.3.7 |
| --- | --- |
| **Work Package** | WORK BREAKDOWN STRUCTURE |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team created the work breakdown structure for us to completing a complex, multi-step project in the process. |
| **Completion State** | The work breakdown structure is organized and well-encoded. |
| **Assumptions** | The team will be able to start working on the work breakdown structure. |
| **Risks** | The work breakdown structure is incomplete. |
| **Risk Mitigation** | The team will follow the members who did not fulfill their tasks. |
| **Budget** | ₱2,856.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2231/activity?query_id=308> |

| **WBS** | 1.1.3.8 |
| --- | --- |
| **Work Package** | WORK BREAKDOWN PACKAGES BASED ON WBS |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team created the work breakdown packages for us to understand each process |
| **Completion State** | The work breakdown packages is organized and well-encoded. |
| **Assumptions** | The team will be able to start working on the work breakdown packages. |
| **Risks** | The work breakdown packages is incomplete. |
| **Risk Mitigation** | The team will follow the members who did not fulfill their tasks. |
| **Budget** | ₱2,080.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2232/activity?query_id=308> |

| **WBS** | 1.1.3.9 |
| --- | --- |
| **Work Package** | 3RD MEETING WITH ADVISER |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team set a meeting with the project’s adviser for consultation and other clarifications. |
| **Completion State** | The team attended the meeting, clarified their questions, and took notes on what to improve the paper. |
| **Assumptions** | The team attended the meeting and successfully took notes about improving the project paper. |
| **Risks** | The team did not attend the meeting, not clarify their questions, and failed take notes what to improve on the project paper. |
| **Risk Mitigation** | Follow up the team members who did not attend the meeting, not clarified their questions, and not took notes what to improve on the project paper. |
| **Budget** | ₱272.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2233/activity?query_id=308> |

| **WBS** | 1.1.3.10 |
| --- | --- |
| **Work Package** | HUMAN RESOURCES MANAGEMENT PLAN |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team created the human resources management plan for organizing, managing, and leading a project team |
| **Completion State** | The human resources management plan is organized and well-encoded. |
| **Assumptions** | The team will be able to start working on the human resources management plan. |
| **Risks** | The human resources management plan is incomplete. |
| **Risk Mitigation** | The team will follow the members who did not fulfill their tasks. |
| **Budget** | ₱2,284.80 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2036/activity?query_id=308> |

| **WBS** | 1.1.3.11 |
| --- | --- |
| **Work Package** | QUALITY MANAGEMENT PLAN |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team created the quality management plan for defining and codifying the steps necessary to achieve the quality expectations of the project. |
| **Completion State** | The quality management plan is organized and well-encoded. |
| **Assumptions** | The team will be able to start working on the quality management plan. |
| **Risks** | The quality management plan is incomplete. |
| **Risk Mitigation** | The team will follow the members who did not fulfill their tasks. |
| **Budget** | ₱2,284.80 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2039/activity?query_id=308> |

| **WBS** | 1.1.3.12 |
| --- | --- |
| **Work Package** | RISK MANAGEMENT PLAN |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team created the risk management plan to define how the project's risk management process will be executed. |
| **Completion State** | The risk management plan is organized and well-encoded. |
| **Assumptions** | The team will be able to start working on the risk management plan. |
| **Risks** | The risk management plan is incomplete. |
| **Risk Mitigation** | The team will follow the members who did not fulfill their tasks. |
| **Budget** | ₱2,284.80 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2040/activity?query_id=308> |

| **WBS** | 1.1.3.13 |
| --- | --- |
| **Work Package** | COMMUNICATIONS MANAGEMENT PLAN |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team created the communications management plan to determine the most important information to be shared with participants throughout the project. |
| **Completion State** | The communications management plan is organized and well-encoded. |
| **Assumptions** | The team will be able to start working on the communications management plan. |
| **Risks** | The communications management plan is incomplete. |
| **Risk Mitigation** | The team will follow the members who did not fulfill their tasks. |
| **Budget** | ₱2,284.80 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2038/activity?query_id=308> |

| **WBS** | 1.1.3.14 |
| --- | --- |
| **Work Package** | PROCUREMENT PLAN |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team created the procurement plan to manage the process of finding and selecting a vendor. |
| **Completion State** | The procurement plan is organized and well-encoded. |
| **Assumptions** | The team will be able to start working on the procurement plan. |
| **Risks** | The procurement plan is incomplete. |
| **Risk Mitigation** | The team will follow the members who did not fulfill their tasks. |
| **Budget** | ₱2,284.80 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2041/activity?query_id=308> |

| **WBS** | 1.1.3.15 |
| --- | --- |
| **Work Package** | CHANGE MANAGEMENT PLAN |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team created the change management plan to implement a change or changes in a project or across an organization. |
| **Completion State** | The change management plan is organized and well-encoded. |
| **Assumptions** | The team will be able to start working on the change management plan. |
| **Risks** | The change management plan is incomplete. |
| **Risk Mitigation** | The team will follow the members who did not fulfill their tasks. |
| **Budget** | ₱2,188.80 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2037/activity?query_id=308> |

| **WBS** | 1.1.3.16 |
| --- | --- |
| **Work Package** | IMPLEMENTATION PLAN |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team created the change management plan to implement a change or changes in a project or across an organization. |
| **Completion State** | The change management plan is organized and well-encoded. |
| **Assumptions** | The team will be able to start working on the change management plan. |
| **Risks** | The change management plan is incomplete. |
| **Risk Mitigation** | The team will follow the members who did not fulfill their tasks. |
| **Budget** | ₱2,856.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2042/activity?query_id=308> |

| **WBS** | 1.1.3.17 |
| --- | --- |
| **Work Package** | PROJECT MANAGEMENT PLAN EVALUATION (SPRINT 3) |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team presented the management plans to the panelists. |
| **Completion State** | The team presented the management plans. They completed the defense presentation. |
| **Assumptions** | The team is accomplished the management plans and was successfully presented. |
| **Risks** | The team failed to present the management plans. Everything is incomplete. |
| **Risk Mitigation** | Follow up the team members who did not attended the presentation and who failed to contribute to the management plans. |
| **Budget** | ₱544.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2234/activity?query_id=308> |

| **WBS** | 1.1.3.18 |
| --- | --- |
| **Work Package** | PROJECT MANAGEMENT PLAN REVISION |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team presented the management plans to the panelists. |
| **Completion State** | The team presented the management plans. They completed the defense presentation. |
| **Assumptions** | The team is accomplished the management plans and was successfully presented. |
| **Risks** | The team failed to present the management plans. Everything is incomplete. |
| **Risk Mitigation** | Follow up the team members who did not attended the presentation and who failed to contribute to the management plans. |
| **Budget** | ₱1,228.80 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2235/activity?query_id=308> |

| **WBS** | 1.1.3.19 |
| --- | --- |
| **Work Package** | FINAL PROJECT MANAGEMENT PLAN (SPRINT 4) |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team presented the management plans to the panelists. |
| **Completion State** | The team presented the management plans. They completed the defense presentation. |
| **Assumptions** | The team is accomplished the management plans and was successfully presented. |
| **Risks** | The team failed to present the management plans. Everything is incomplete. |
| **Risk Mitigation** | Follow up the team members who did not attended the presentation and who failed to contribute to the management plans. |
| **Budget** | ₱272.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2236/activity?query_id=308> |

**Analysis and Design**

| **WBS** | 1.2.1 |
| --- | --- |
| **Work Package** | CREATION OF INITIAL PROTOTYPE |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The initial prototype is the product development and fixes can occur before the final release of the project. |
| **Completion State** | The initial prototype is working. |
| **Assumptions** | The initial prototype is working. |
| **Risks** | The initial prototype has many errors. |
| **Risk Mitigation** | Follow up the person in-charge. |
| **Budget** | ₱8,828.80 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2164/activity?query_id=308> |

| **WBS** | 1.2.1.2 |
| --- | --- |
| **Work Package** | CREATION OF WIREFRAME |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team will create a wireframe to serve as a guide to refine the content and structure of the system. |
| **Completion State** | The team attended the meeting, clarified their questions, and took notes on what to improve the wireframe. |
| **Assumptions** | The team attended the meeting and successfully took notes about improving the wireframe. |
| **Risks** | The team did not attend the meeting, did not clarify their questions, and failed to take notes on what to improve on the wireframe. |
| **Risk Mitigation** | Follow up the team members who did not attend the meeting, not clarified their questions, and not took notes what to improve on the wireframe. |
| **Budget** | ₱2,176.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2166/activity?query_id=308> |

| **WBS** | 1.2.1.3 |
| --- | --- |
| **Work Package** | CREATION OF INITIAL UI/UX DESIGN |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team will create the initial UI/UX design to show the defined interfaces. |
| **Completion State** | The team created the initial UI/UX design to have a seamless user experience and interface design. |
| **Assumptions** | The team successfully created UI/UX design that enhances the usability and accessibility of the system. |
| **Risks** | The team fails to create UI/UX design that strikes the wrong balance between the aesthetics and functionality. |
| **Risk Mitigation** | The team will improve the UI/UX design to meet the needs of the user. |
| **Budget** | ₱1,648.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2167/activity?query_id=308> |

| **WBS** | 1.2.1.4 |
| --- | --- |
| **Work Package** | INITIAL PROTOTYPE EVALUATION |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team creates a prototype that validates the design of the actual system. |
| **Completion State** | The team presented the initial prototype. They will evaluate the prototype to improve the accuracy of the concept and process. |
| **Assumptions** | The team accomplished the great initial prototype that validates the design and reduces user friction. |
| **Risks** | The team failed to create a prototype quickly as a result, the feedback and production might fail as well. |
| **Risk Mitigation** | The team will accept feedback and improve the prototype. |
| **Budget** | ₱2,284.80 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2168/activity?query_id=308> |

| **WBS** | 1.2.1.5 |
| --- | --- |
| **Work Package** | INITIAL PROTOTYPE PROGRESSION |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team will continue to improve the prototype. |
| **Completion State** | The team will accept and assess feedback to have aims to achieve a visual, and functional imitation of the final system. |
| **Assumptions** | The team will successfully create the prototype considering the assessment of feedback. |
| **Risks** | The team failed to assess feedback as a result of delay in the progression of prototype and actual system. |
| **Risk Mitigation** | The team will assess feedback for growth and development of the final prototype. |
| **Budget** | ₱2,176.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2169/activity?query_id=308> |

| **WBS** | 1.2.1.6 |
| --- | --- |
| **Work Package** | FINAL EVALUATION OF INITIAL PROTOTYPE (SPRINT 5) |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team presented the initial prototype to the panelists. |
| **Completion State** | The developer edited and improved the initial prototype accordingly. |
| **Assumptions** | The team presented the final created prototype. |
| **Risks** | The prototype is incomplete. |
| **Risk Mitigation** | The team will double-check the prototype and present it completely. |
| **Budget** | ₱544.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2170/activity?query_id=308> |

| **WBS** | 1.2.2 |
| --- | --- |
| **Work Package** | CREATION OF PROJECT DIAGRAMS |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team member voluntarily did the Use Case Diagram for the project paper. |
| **Completion State** | The team member is committed to the project and finishes his task on time. |
| **Assumptions** | The team member is committed to the project and finishes his task on time. |
| **Risks** | The team member is not committed to the project and did not finish his task on time. |
| **Risk Mitigation** | Follow up the team members who did not do their contribution for the project. |
| **Budget** | ₱34,398.40 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2238/activity?query_id=308> |

| **WBS** | 1.2.2.1 |
| --- | --- |
| **Work Package** | EVENT TABLE |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team started to do the event table that is included in the paper. |
| **Completion State** | The team is committed to the project and finished the event table on time. |
| **Assumptions** | The team is committed to the project and finished the event table on time. |
| **Risks** | The team is not committed to the project and did not finish the event table on time. |
| **Risk Mitigation** | Follow up the team members who did not do their contribution for the project. |
| **Budget** | ₱2,284.80 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2240/activity?query_id=308> |

| **WBS** | 1.2.2.2 |
| --- | --- |
| **Work Package** | 4TH MEETING WITH ADVISER/CONSULTANT |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team attended the meeting with the project’s adviser for consultation and other clarifications. |
| **Completion State** | The team did clarify their questions and improved something on the paper. |
| **Assumptions** | The team did clarify their questions and improved something on the paper. |
| **Risks** | The team did not attend the meeting, did not clarify their questions, and did not improve something on the paper. |
| **Risk Mitigation** | Follow up the team members who did not attend the meeting. |
| **Budget** | ₱272.00 |
| **Reference Docs** | https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work\_packages/2243/activity?query\_id=308 |

| **WBS** | 1.2.2.3 |
| --- | --- |
| **Work Package** | USE CASE DIAGRAM |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team member voluntarily did the Use Case Diagram for the project paper. |
| **Completion State** | The team member is committed to the project and finishes his task on time. |
| **Assumptions** | The team member is committed to the project and finishes his task on time. |
| **Risks** | The team member is not committed to the project and did not finish his task on time. |
| **Risk Mitigation** | Follow up the team members who did not do their contribution for the project. |
| **Budget** | ₱2,284.80 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2244/activity?query_id=308> |

| **WBS** | 1.2.2.4 |
| --- | --- |
| **Work Package** | CONTEXT FLOW DIAGRAM |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team did the Context Flow Diagram for the project paper. |
| **Completion State** | The team is committed to the project and finished the task on time. |
| **Assumptions** | The team is committed to the project and finish the task on time. |
| **Risks** | The team is committed to the project and did not finish the task on time. |
| **Risk Mitigation** | Follow up the team members who did not do their contribution for the project. |
| **Budget** | ₱2,284.80 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2245/activity?query_id=308> |

| **WBS** | 1.2.2.5 |
| --- | --- |
| **Work Package** | USE CASE FULL DESCRIPTION |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team members voluntarily did the Use Case Full Description for the project paper. |
| **Completion State** | The team members are committed to the project and finish their task on time. |
| **Assumptions** | The team members are committed to the project and finish their task on time. |
| **Risks** | The team is not committed to the time and project. |
| **Risk Mitigation** | The team members voluntarily did the Use Case Full Description for the project paper. |
| **Budget** | ₱2,176.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2246/activity?query_id=308> |

| **WBS** | 1.2.2.6 |
| --- | --- |
| **Work Package** | DATA FLOW DIAGRAM |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team member voluntarily did the Data Flow Diagram for the project paper. |
| **Completion State** | The team member is committed to the project and finishes his task on time. |
| **Assumptions** | The team member is committed to the project and did finish his task on time. |
| **Risks** | Follow up the team members who did not do their contribution for the project. |
| **Risk Mitigation** | The team member voluntarily did the Data Flow Diagram for the project paper. |
| **Budget** | ₱2,188.80 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2247/activity?query_id=308> |

| **WBS** | 1.2.2.7 |
| --- | --- |
| **Work Package** | ENTITY-RELATIONSHIP DIAGRAM |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team members voluntarily did the Entity-Relationship Diagram for the project paper. |
| **Completion State** | The team members are committed to the project and finished his task on time. |
| **Assumptions** | The team members are committed to the project and finished his task on time. |
| **Risks** | The team member is not committed to the project and did not finish his task on time. |
| **Risk Mitigation** | Follow up the team members who did not do their contribution for the project. |
| **Budget** | ₱1,648.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2248/activity?query_id=308> |

| **WBS** | 1.2.2.8 |
| --- | --- |
| **Work Package** | ACTIVITY DIAGRAM |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team member is assigned to do the team’s Activity Diagram. |
| **Completion State** | The team member accomplished the task on time. |
| **Assumptions** | The team member accomplished the task on time. |
| **Risks** | The team member did not accomplish the task on time. |
| **Risk Mitigation** | Follow up the team members who did not do their contribution for the project. |
| **Budget** | ₱2,284.80 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2249/activity?query_id=308> |

| **WBS** | 1.2.2.9 |
| --- | --- |
| **Work Package** | OBJECT DIAGRAM |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team is task do the Object Diagram for their project paper. |
| **Completion State** | The team is committed to doing the said diagram. |
| **Assumptions** | The team is committed to doing the said diagram. |
| **Risks** | The team is not committed to do the said diagram. |
| **Risk Mitigation** | Follow up the team members who did not do their contribution for the project. |
| **Budget** | ₱1,648.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2250/activity?query_id=308> |

| **WBS** | 1.2.2.10 |
| --- | --- |
| **Work Package** | CLASS DIAGRAM |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team is tasked to do the Class Diagram for their project paper. |
| **Completion State** | The team is committed to doing the said diagram. |
| **Assumptions** | The team is committed to doing the said diagram. |
| **Risks** | The team is not committed to do the said diagram. |
| **Risk Mitigation** | Follow up the team members who did not do their contribution for the project. |
| **Budget** | ₱2,188.80 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2251/activity?query_id=308> |

| **WBS** | 1.2.2.11 |
| --- | --- |
| **Work Package** | SEQUENCE DIAGRAM |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team is tasked to do the Sequence Diagram for their project paper. |
| **Completion State** | The team is committed to doing the said diagram. |
| **Assumptions** | The team is committed to doing the said diagram. |
| **Risks** | The team is not committed to doing the said diagram. |
| **Risk Mitigation** | Follow up the team members who did not do their contribution for the project. |
| **Budget** | ₱1,648.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2252/activity?query_id=308> |

| **WBS** | 1.2.2.12 |
| --- | --- |
| **Work Package** | STATE MACHINE DIAGRAM |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team member is tasked to do the State Machine Diagram for their project paper. |
| **Completion State** | The team member is committed to do the said diagram. |
| **Assumptions** | The team member is committed to do the said diagram. |
| **Risks** | The team member is not committed to do the said diagram. |
| **Risk Mitigation** | Follow up the team members who did not do their contribution for the project. |
| **Budget** | ₱2,080.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2253/activity?query_id=308> |

| **WBS** | 1.2.2.13 |
| --- | --- |
| **Work Package** | PACKAGE DIAGRAM |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team member is tasked to do the Package Diagram for their project paper. |
| **Completion State** | The team finished to doing the said diagram. |
| **Assumptions** | The team finished to doing the said diagram. |
| **Risks** | The team is committed to doing the said diagram. |
| **Risk Mitigation** | Follow up the team members who did not do their contribution for the project. |
| **Budget** | ₱2,188.80 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2254/activity?query_id=308> |

| **WBS** | 1.2.2.14 |
| --- | --- |
| **Work Package** | COMPONENT DIAGRAM |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team is tasked to do the Component Diagram for their project paper. |
| **Completion State** | The team finished doing the said diagram. |
| **Assumptions** | The team finished doing the said diagram. |
| **Risks** | The team is committed to doing the said diagram. |
| **Risk Mitigation** | Follow up the team members who did not do their contribution for the project. |
| **Budget** | ₱2,284.80 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2255/activity?query_id=308> |

| **WBS** | 1.2.2.15 |
| --- | --- |
| **Work Package** | DEPLOYMENT DIAGRAM |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team is tasked to do the Deployment Diagram for their project paper. |
| **Completion State** | The team is committed to doing the said diagram. |
| **Assumptions** | The team is committed to doing the said diagram. |
| **Risks** | The team is not committed to the time and project. |
| **Risk Mitigation** | Follow up the team members who did not do their contribution for the project. |
| **Budget** | ₱1,648.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2256/activity?query_id=308> |

| **WBS** | 1.2.2.16 |
| --- | --- |
| **Work Package** | 5TH MEETING WITH ADVISER/CONSULTANT |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team attended the meeting with the project’s adviser for consultation and other clarifications. |
| **Completion State** | The team did clarify their questions and improved something on the paper. |
| **Assumptions** | The team did clarify their questions and improved something on the paper. |
| **Risks** | The team did not attend the meeting, did not clarify their questions, and did not improve something on the paper. |
| **Risk Mitigation** | Follow up the team members who did not attend the meeting. |
| **Budget** | ₱272.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2257/activity?query_id=308> |

| **WBS** | 1.2.2.17 |
| --- | --- |
| **Work Package** | PROJECT DIAGRAM REVISION |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team members revised the parts that are needed to improve. |
| **Completion State** | The team member accomplished the task on time. |
| **Assumptions** | The team member accomplished the task on time. |
| **Risks** | The team member did not accomplish the task on time. |
| **Risk Mitigation** | Follow up the team members who did not do their contribution for the project. |
| **Budget** | ₱1,648.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2258/activity?query_id=308> |

| **WBS** | 1.2.2.18 |
| --- | --- |
| **Work Package** | SUBMISSION OF FINAL PROJECT DIAGRAM |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team secretary proofread the paper and gathered the requirements for it to be emailed to the panelists. |
| **Completion State** | The team secretary submitted the requirements to the panelists and to the course professor. |
| **Assumptions** | The team secretary submitted the requirements to the panelists and to the course professor. |
| **Risks** | The team secretary did not submit the requirements to the panelists and to the course professor. |
| **Risk Mitigation** | Follow up the team members who did not do their contribution for the project. |
| **Budget** | ₱2,176.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2259/activity?query_id=308> |

**Development, Testing, and Deployment**

| **WBS** | 1.3.1 |
| --- | --- |
| **Work Package** | PROJECT STATUS MEETING 1 |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team set a meeting for help, tracked each team member’s progress, presented the initial system, and other clarifications. |
| **Completion State** | The team attended the meeting, clarified their questions, discussed the system, and improved something on the project paper. |
| **Assumptions** | The team set a meeting for tracking each progress, clarifications, and discussions. |
| **Risks** | The team failed to set a meeting due to valid reasons and personal commitments. |
| **Risk Mitigation** | Announce the meeting beforehand to make time. |
| **Budget** | ₱153.60 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/288/activity?query_id=308> |

| **WBS** | 1.3.2 |
| --- | --- |
| **Work Package** | PROJECT STATUS MEETING 2 |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team set a meeting for help, track each team member’s progress, presented the initial system, and other clarifications. |
| **Completion State** | The team attended the meeting, clarified their questions, discussed about the system, and improved something on the project paper. |
| **Assumptions** | The team set a meeting for tracking each progress, clarifications, and discussions. |
| **Risks** | The team failed to set a meeting due to valid reasons and personal commitments. |
| **Risk Mitigation** | Announce the meeting beforehand to make time. |
| **Budget** | ₱22,454.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/290/activity?query_id=308> |

| **WBS** | 1.3.2.1 |
| --- | --- |
| **Work Package** | DATABASE |
| **Package Owner** | Nathaniel Sison |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | Creation of System’s Database. |
| **Completion State** | The Developer successfully created the Database and integrated it to the system. |
| **Assumptions** | The Database will store necessary details and informations accordingly. |
| **Risks** | If the System requires major reconstruction or updates. The Database may be in need of an update to comply with the new resources. |
| **Risk Mitigation** | Hold meetings before the initial reconstruction of the project to plan out the new Database. |
| **Budget** | ₱1,030.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/292/activity?query_id=308> |

| **WBS** | 1.3.2.2 |
| --- | --- |
| **Work Package** | DATABASE INITIAL EVALUATION (SPRINT 6) |
| **Package Owner** | Nathaniel Sison |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team presented the database and took notes on what is needed to improve. |
| **Completion State** | The developer edited and improved the database accordingly. |
| **Assumptions** | The developer will edit the database. |
| **Risks** | The developer is unable to edit the database |
| **Risk Mitigation** | The quality assurance will remind the developer about the need to edit the database. |
| **Budget** | ₱412.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/295/activity?query_id=308> |

| **WBS** | 1.3.2.3 |
| --- | --- |
| **Work Package** | HOME PAGE FEATURE |
| **Package Owner** | Nathaniel Sison |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The developer created a Home Page Feature for the system. |
| **Completion State** | The developer created the Home Page Feature for the system. |
| **Assumptions** | The developer is able to create the Home Page Feature on the system. |
| **Risks** | The developer is unable to create the Home Page Feature on the system. |
| **Risk Mitigation** | The quality Assurance and tester will ask the developer for an update on the system, and inform the developer about the Home Page Feature. |
| **Budget** | ₱9,270.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/299/activity?query_id=308> |

| **WBS** | 1.3.2.3.1 |
| --- | --- |
| **Work Package** | ABOUT VILLAMIN PAGE |
| **Package Owner** | Nathaniel Sison |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The developer created the About Villamin Page for the system. |
| **Completion State** | The developer created the About Villamin Page for the system. |
| **Assumptions** | The developer is able to create the About Villamin Page on the system. |
| **Risks** | The developer is unable to create the About Villamin Page on the system. |
| **Risk Mitigation** | The quality Assurance and tester will ask the developer for an update on the system, and inform the developer about the About Villamin Page. |
| **Budget** | ₱1,030.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/300/activity?query_id=308> |

| **WBS** | 1.3.2.3.2 |
| --- | --- |
| **Work Package** | FAQS PAGE |
| **Package Owner** | Nathaniel Sison |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The developer created a FAQs Page for the system. |
| **Completion State** | The developer created the FAQs Page for the system. |
| **Assumptions** | The developer is able to create the FAQs Page on the system. |
| **Risks** | The developer is unable to create the FAQs Page on the system. |
| **Risk Mitigation** | The quality Assurance and tester will ask the developer for an update on the system, and inform the developer about the FAQs Page. |
| **Budget** | ₱618.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/301/activity?query_id=308> |

| **WBS** | 1.3.2.3.3 |
| --- | --- |
| **Work Package** | PRODUCT PAGE |
| **Package Owner** | Nathaniel Sison |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The developer created a Product Page for the system. |
| **Completion State** | The developer created the Product Page for the system. |
| **Assumptions** | The developer is able to create the Product Page on the system. |
| **Risks** | The developer is unable to create the Product Page on the system. |
| **Risk Mitigation** | The quality Assurance and tester will ask the developer for an update on the system, and inform the developer about the Product Page. |
| **Budget** | ₱3,090.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/1848/activity?query_id=308> |

| **WBS** | 1.3.2.3.4 |
| --- | --- |
| **Work Package** | CART FEATURE |
| **Package Owner** | Nathaniel Sison |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The developer created a Cart Feature for the system. |
| **Completion State** | The developer created the Cart Feature for the system. |
| **Assumptions** | The developer is able to create the Cart Feature on the system. |
| **Risks** | The developer is unable to create the Cart Feature on the system. |
| **Risk Mitigation** | The quality Assurance and tester will ask the developer for an update on the system, and inform the developer about the Cart Feature. |
| **Budget** | ₱4,532.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2260/activity?query_id=308> |

| **WBS** | 1.3.2.4 |
| --- | --- |
| **Work Package** | ADMIN DASHBOARD |
| **Package Owner** | Nathaniel Sison |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The developer created the Admin Dashboard for the system. |
| **Completion State** | The developer created the Admin Dashboard for the system. |
| **Assumptions** | The developer is able to create the Admin Dashboard on the system. |
| **Risks** | The developer is unable to create the Admin Dashboard on the system. |
| **Risk Mitigation** | The quality Assurance and tester will ask the developer for an update on the system, and inform the developer about the Admin Dashboard. |
| **Budget** | ₱10,300.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2261/activity?query_id=308> |

| **WBS** | 1.3.2.4.1 |
| --- | --- |
| **Work Package** | DASHBOARD |
| **Package Owner** | Nathaniel Sison |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The developer created the Dashboard for the system. |
| **Completion State** | The developer created the Dashboard for the system. |
| **Assumptions** | The developer is able to create the Dashboard on the system. |
| **Risks** | The developer is unable to create the Dashboard on the system. |
| **Risk Mitigation** | The quality Assurance and tester will ask the developer for an update on the system, and inform the developer about the Dashboard. |
| **Budget** | ₱4,120.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2262/activity?query_id=308> |

| **WBS** | 1.3.2.4.2 |
| --- | --- |
| **Work Package** | REPORT FEATURE |
| **Package Owner** | Nathaniel Sison |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The developer created a Report Feature for the system. |
| **Completion State** | The developer created the Report Feature for the system. |
| **Assumptions** | The developer is able to create the report Feature on the system. |
| **Risks** | The developer is unable to create the Report Feature on the system. |
| **Risk Mitigation** | The quality Assurance and tester will ask the developer for an update on the system, and inform the developer about the Report Feature. |
| **Budget** | ₱6,180.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2263/activity?query_id=308> |

| **WBS** | 1.3.2.5 |
| --- | --- |
| **Work Package** | LOG IN/SIGN UP FEATURE |
| **Package Owner** | Nathaniel Sison |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The developer created a Log In/Sign Up Feature for the system. |
| **Completion State** | The developer created the Log In/Sign Up Feature for the system. |
| **Assumptions** | The developer is able to create the Log In/Sign Up Feature on the system. |
| **Risks** | The developer is unable to create the Log In/Sign Up Feature on the system. |
| **Risk Mitigation** | The quality Assurance and tester will ask the developer for an update on the system, and inform the developer about the Log In/Sign Up Feature. |
| **Budget** | ₱1,030.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2265/activity?query_id=308> |

| **WBS** | 1.3.2.6 |
| --- | --- |
| **Work Package** | FINAL SYSTEM EVALUATION (SPRINT 7) |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team presented the final created System and took notes on what is needed to improve. |
| **Completion State** | The team is able to present the final created system. |
| **Assumptions** | The team presented the final created system. |
| **Risks** | The system is incomplete. |
| **Risk Mitigation** | The quality assurance and tester will ensure that the developed system is complete. |
| **Budget** | ₱412.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2267/activity?query_id=308> |

| **WBS** | 1.3.3 |
| --- | --- |
| **Work Package** | TESTING OF SYSTEM |
| **Package Owner** | Dale Joshua Domingo |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The system tester will test the developed system according to the steps and processes that need to be followed. |
| **Completion State** | The system tester completed the test run on the developed system. |
| **Assumptions** | The system tester will be able to do a test run on the developed system. |
| **Risks** | The system tester missed an error on the developed system. |
| **Risk Mitigation** | The quality assurance will help the system tester on doing a test run on the developed system. |
| **Budget** | ₱3,388.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2268/activity?query_id=308> |

| **WBS** | 1.3.3.1 |
| --- | --- |
| **Work Package** | UNIT TESTING |
| **Package Owner** | Dale Joshua Domingo |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The system tester will test the units that created the system. |
| **Completion State** | The system tester completed the test run on the units. |
| **Assumptions** | The system tester will be able to do a test run on the units. |
| **Risks** | The system tester missed an error on the unit. |
| **Risk Mitigation** | The quality assurance will help the system tester on doing a test run on the unit. |
| **Budget** | ₱1,428.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2269/activity?query_id=308> |

| **WBS** | 1.3.3.2 |
| --- | --- |
| **Work Package** | 6TH MEETING WITH ADVISER/CONSULTANT |
| **Package Owner** | Mabelle Aspeli |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team attended the meeting with the project’s adviser for consultation and other clarifications about the developed system. |
| **Completion State** | The team clarified their questions and improved the developed system. |
| **Assumptions** | The team did clarify their questions and improved the developed system. |
| **Risks** | The team did not attend the meeting, did not clarify their questions about the developed system. |
| **Risk Mitigation** | Follow up the team members who did not attend the meeting. |
| **Budget** | ₱272.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2270/activity?query_id=308> |

| **WBS** | 1.3.3.3 |
| --- | --- |
| **Work Package** | PERFORMANCE TESTING |
| **Package Owner** | Dale Joshua Domingo |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The system tester will test the responsiveness of the developed system. |
| **Completion State** | The system tester completed the test run to show the responsiveness of the system |
| **Assumptions** | The system tester will be able to do a test run on the responsiveness of the system. |
| **Risks** | The system tester missed an error while testing the responsiveness of the system. |
| **Risk Mitigation** | The quality assurance will help the system tester on doing a test run on the responsiveness of the system. |
| **Budget** | ₱1,428.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2271/activity?query_id=308> |

| **WBS** | 1.3.3.4 |
| --- | --- |
| **Work Package** | USE CASE MEETING WITH CLIENT |
| **Package Owner** | Sofia Emmanuelle Villamin |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team set a meeting for help, track each team member’s progress, presented the initial system, and other clarifications. |
| **Completion State** | The team attended the meeting, clarified their questions, discussed about the system, and improved something on the project paper. |
| **Assumptions** | The team set a meeting for tracking each progress, clarifications, and discussions. |
| **Risks** | The team failed to set a meeting due to valid reasons and personal commitments. |
| **Risk Mitigation** | Announce the meeting beforehand to make time. |
| **Budget** | ₱260.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2273/activity?query_id=308> |

| **WBS** | 1.3.4 |
| --- | --- |
| **Work Package** | DEPLOYMENT OF SYSTEM |
| **Package Owner** | Nathaniel Sison |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team prepares the necessary materials for deployment. In this phase, the System is targeted to be online for the stakeholders to access. |
| **Completion State** | This is completed when the system can be accessed and used as intended by the stakeholders. |
| **Assumptions** | The system should function without any issues. |
| **Risks** | Incompatibility with the platform. Such as directories not being located or exceeding the intended amount of traffic |
| **Risk Mitigation** | run the system on the platform and test before releasing it to the public |
| **Budget** | ₱19,105.82 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2274/activity?query_id=308> |

| **WBS** | 1.3.4.1 |
| --- | --- |
| **Work Package** | HOSTING |
| **Package Owner** | Nathaniel Sison |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | This is the actual step on preparing, securing, and creating the system in the Service Provider’s platform. |
| **Completion State** | This is completed when the system in online, has Security (SSL), and has its own registered Domain. |
| **Assumptions** | This is assumed that all conditions will be met within 10 hours. |
| **Risks** | Not being able to register the desired Domain name. |
| **Risk Mitigation** | Prepare more than 1 domain name incase the preferred domain name is not available. |
| **Budget** | ₱17,045.82 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2275/activity?query_id=308> |

| **WBS** | 1.3.4.1.1 |
| --- | --- |
| **Work Package** | SETTING UP HOSTING |
| **Package Owner** | Nathaniel Sison |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | Uploading the necessary files for the System to run, and making use of the necessary subscriptions from the Service Provider |
| **Completion State** | This is completed when the system is running and online. |
| **Assumptions** | The Uploaded Files are within the Service Provider’s Memory Allocation. |
| **Risks** | Subscription is limiting the system’s use case |
| **Risk Mitigation** | Test the system with the intended subscriptions, and if it limits the use case, consult the Cost Change Board and adjust the subscriptions accordingly |
| **Budget** | ₱17,045.82 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2276/activity?query_id=308> |

| **WBS** | 1.3.4.2 |
| --- | --- |
| **Work Package** | SYSTEM TRAINING WITH CLIENT |
| **Package Owner** | Nathaniel Sison |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The client will undergo training for them to get familiarized with the system. |
| **Completion State** | The client accomplished the training. |
| **Assumptions** | The client accomplished the training. |
| **Risks** | The client failed the training. |
| **Risk Mitigation** | Contact the client for the training. |
| **Budget** | ₱2,060.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2277/activity?query_id=308> |

**Closeout**

| **WBS** | 1.4 |
| --- | --- |
| **Work Package** | PROJECT CLOSEOUT |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The system is finished and ready for the turnover to the client. |
| **Completion State** | The system is ready for turnover to the client. |
| **Assumptions** | The system is ready for turnover to the client. |
| **Risks** | The system is incomplete and not ready for turnover. |
| **Risk Mitigation** | Contact the team member overseeing the system. |
| **Budget** | ₱839.20 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/1588/activity?query_id=308> |

| **WBS** | 1.4.1 |
| --- | --- |
| **Work Package** | SYSTEM AND DOCUMENTATION TURNOVER |
| **Package Owner** | Mabelle Aspeli |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The system is finished and ready for the turnover to the client. |
| **Completion State** | The system is ready for turnover to the client. |
| **Assumptions** | The system is ready for turnover to the client. |
| **Risks** | The system is incomplete and not ready for turnover. |
| **Risk Mitigation** | Contact the team member overseeing the system. |
| **Budget** | ₱272.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/1589/activity?query_id=308> |

| **WBS** | 1.4.2 |
| --- | --- |
| **Work Package** | PROJECT CLOSEOUT MEETING WITH CLIENT |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team set a scheduled meeting with the client for the closeout of the project. |
| **Completion State** | The team had a meeting with the client. |
| **Assumptions** | The team and the client are able to discuss about the closeout of the project. |
| **Risks** | The client is unavailable for the meeting. |
| **Risk Mitigation** | Send a meeting invitation to the client, and update the client about the schedule. |
| **Budget** | ₱153.60 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/1590/activity?query_id=308> |

| **WBS** | 1.4.3 |
| --- | --- |
| **Work Package** | FORMAL ACCEPTANCE |
| **Package Owner** | Sofia Emmanuelle Villamin |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team is able to make the client sign the acceptance form. |
| **Completion State** | The acceptance form is signed by the client. |
| **Assumptions** | Acceptance form is signed. |
| **Risks** | The client is unable to sign the acceptance form. |
| **Risk Mitigation** | The team will ensure the client that the acceptance form is reliable. |
| **Budget** | ₱260.00 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/1591/activity?query_id=308> |

| **WBS** | 1.4.4 |
| --- | --- |
| **Work Package** | FINAL MEETING WITH CLIENT |
| **Package Owner** | Leigh Curtis Camara |
| **Owner Organization** | VILLAMIN WOOD AND IRON WORKS |
| **Participants** | TEAM MLNSD |
| **Description** | The team will conduct the final meeting with the client to discuss if there will be any questions by the client. |
| **Completion State** | The team conducted a final meeting with the client. |
| **Assumptions** | The team clarified and answered the client’s questions. |
| **Risks** | The client is unavailable for the meeting. |
| **Risk Mitigation** | The team will send a meeting invitation to the client. |
| **Budget** | ₱153.60 |
| **Reference Docs** | <https://openproject.apc.edu.ph/projects/apc-2022-2023-t3-projman-mi201-mi203-g03-team-mlnsd/work_packages/2272/activity?query_id=308> |