WBS:	1.1.1
Work Package:	Develop Business Case
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist
Description:	This portion includes the following tasks: • Identifying the key elements of the project's Business Case • Identifying the team members for the project. This work package mainly focuses on the development of the Business Case document
Completion State:	When HighTable has accomplished the document with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates to reassure the client that there was progress made in the development of the project.
Budget:	PHP 59, 546.63
Reference Docs:	(HighTable) Business Case.docx

WBS:	1.1.2
Work Package:	Develop Project Charter
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist
Description:	This portion includes the following tasks: • Identifying the purpose, goals, constraints, risks, and key stakeholders of the project • Identifying the team members This work package mainly focuses on the contents of the Project Charter document.
Completion State:	When HighTable has accomplished the task with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 41,146.63
Reference Docs:	(HighTable) Project Charter.docx

WBS:	1.1.3
Work Package:	Obtain Project Approval
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist
Description:	This portion includes the following tasks: • Communicating with the client for the approval of the project proposal This work package mainly focuses on the approval of the key stakeholder.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 18,146.63
Reference Docs:	(HighTable) Project Charter.docx (HighTable) Business Case.docx

WBS:	1.2.1
Work Package:	Develop Scope Management Plan
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist
Description:	This portion includes the following tasks: • Outlining the main constraints and baseline of the project This work package mainly focuses on the scope of the project.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.

Budget:	PHP 27,346.63
Reference Docs:	[(HighTable) Scope Management Plan.docx](#)

WBS:	1.2.2
Work Package:	Develop Schedule Management Plan
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist
Description:	This portion includes the following tasks: • Identifying the most effective way to create schedules throughout the development of the project This work package mainly focuses on the scope of the project.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates

	every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 31,946.63
Reference Docs:	[(HighTable) Schedule Management Plan.docx](#)

WBS:	1.2.3
Work Package:	Develop Cost Management Plan
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist
Description:	This portion includes the following tasks: • Identifying all costs to be used and distributed throughout the development of the project. This work package mainly focuses on the project's finances.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 36,546.63

Reference Docs:	(HighTable) Cost Management Plan.docx

WBS:	1.2.4
Work Package:	Develop Risk Management Plan
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist
Description:	This portion includes the following tasks: • Identifying the most effective way to mitigate risks that may occur throughout the development of the project • Identify the most probably risks that can occur it the project • Create a Risk Assessment Matrix This work package mainly focuses on the risks that HighTable may encounter
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 25,608.00
Reference Docs:	High Table_Risk Management Plan.docx

WBS:	1.2.5
Work Package:	Develop Quality Management Plan
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist
Description:	This portion includes the following tasks: • Identifying the strategies, processes, and procedures to ensure good quality throughout the development of the project. This work package mainly focuses on the maintenance plan for quality of the project.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 16,408.00
Reference Docs:	(HighTable) Quality Management Plan.docx

WBS:	1.2.6
Work Package:	Develop Procurement Management Plan
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist
Description:	This portion includes the following tasks: • Identifying the vendors and resources that can be used in the development of the project. This work package mainly focuses on the resources plan for the project.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 25,608.00
Reference Docs:	[(HighTable) Procurement Management Plan.docx](#)

WBS:	1.2.7
Work Package:	Develop Human Resources Management Plan
Package Owner:	HighTable

Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist
Description:	This portion includes the following tasks: • Identifying the roles and responsibilities throughout the development of the project. This work package mainly focuses on the individuals assigned to the project.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 16,408.00
Reference Docs:	(HighTable) Human Resource Plan.docx

WBS:	1.2.8
Work Package:	Develop Change Management Plan
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist

Description:	This portion includes the following tasks: • Identifying the needed process and protocols need if ever change ever arises in the project. This work package mainly focuses on the handling of change that may happen in the project's lifespan.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 30,208.00
Reference Docs:	(HighTable) Change Management Plan.docx

WBS:	1.2.9
Work Package:	Develop Communication Management Plan
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist
Description:	This portion includes the following tasks: • Identifying the needed process and protocols for the communication methods

	and channels to be used by the team and the stakeholders. This work package mainly focuses on the communication of the project.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 35,460.00
Reference Docs:	(HighTable) Change Management Plan.docx

WBS:	1.2.10
Work Package:	Develop Implementation Plan
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist
Description:	This portion includes the following tasks: • Identifying the deployment plan, near the end of the project's lifespan. This work package mainly focuses on the post development phase of the project.
Completion State:	When HighTable has accomplished the work package with no revisions needed.

Assumptions:	- All team members agree to stay and work in the same group until the full completion of the project. - The team will work to meet the agreed deadline with all the resources available to them. - Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	- Team will not be able to accomplish the tasks on time - Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	- Team members will communicate effectively and make use of the agile methodology to get tasks done on time. - The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 26,260.00
Reference Docs:	High Table_Implementation Plan.docx

WBS:	1.2.11
Work Package:	Design System Architecture
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist John Rysal Rosel, Back-end Developer Lester Dave Salazar, Product Designer, Front-end Developer
Description:	This portion includes the following tasks: Drafting/developing the structure for data flow for the proposed system. This work package mainly focuses on the flow of the data throughout the proposed system.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	- All team members agree to stay and work in the same group until the full completion of the project. - The team will work to meet the agreed

	deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 181,760.00
Reference Docs:	-

WBS:	1.2.12
Work Package:	Create Wireframes and UI Design
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Lester Dave Salazar, Product Designer, Front-end Developer
Description:	This portion includes the following tasks: • Drafting/developing the base design and overall look of the proposed system. This work package mainly focuses on the front end look of the proposed system.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.

Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 14,810.00
Reference Docs:	-

WBS:	1.3.1
Work Package:	Set up Development Environment
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Marcus Philip Flores, Scrum Master, Document Specialist John Rysal Rosel, Back-end Developer Lester Dave Salazar, Product Designer, Front-end Developer
Description:	This portion includes the following tasks: • Identifying the needed software, hardware, and resources to be set up for the development of the project. This work package mainly focuses on the preparation of materials before the beginning of the development stage.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile

	methodology to get tasks done on time.
	• The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 66,951.44
Reference Docs:	-

WBS:	1.3.2
Work Package:	Develop Frontend Components
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Marcus Philip Flores, Scrum Master, Document Specialist John Rysal Rosel, Back-end Developer Lester Dave Salazar, Product Designer, Front-end Developer
Description:	This portion includes the following tasks: • Identifying the needed software, hardware, and resources to be set up for the development of the project. This work package mainly focuses on the preparation of materials before the beginning of the development.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the

	development of the project.
Budget:	PHP 219,751.44
Reference Docs:	-

WBS:	1.3.3
Work Package:	Develop Backend Components
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Marcus Philip Flores, Scrum Master, Document Specialist John Rysal Rosel, Back-end Developer Lester Dave Salazar, Product Designer, Front-end Developer
Description:	This portion includes the following tasks: • Developing the databases that will be incorporated to the system • Developing the logic between user interactions • Developing the payment windows for the check-out portion • Developing the sign up/login feature • Developing analytics portion of the system • Developing the inventory portion of the system This work package mainly focuses on the back-end processes of the proposed system.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates

	every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 218,851.44
Reference Docs:	-

WBS:	1.3.4
Work Package:	Integrate Frontend and Backend
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Marcus Philip Flores, Scrum Master, Document Specialist John Rysal Rosel, Back-end Developer Lester Dave Salazar, Product Designer, Front-end Developer
Description:	This portion includes the following tasks: • Implement the proposed backend and frontend designs onto the web application This work package mainly focuses on the implementation of the front-end and back-end processes.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.

Budget:	PHP 92,451.44
Reference Docs:	-

WBS:	1.3.5
Work Package:	Perform Unit Testing
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester John Rysal Rosel, Back-end Developer Lester Dave Salazar, Product Designer, Front-end Developer
Description:	This portion includes the following tasks: • Test all possible processes to see if there are any unexpected behavior • Document and Record all unexpected behaviors and • Report the feedback to the Back-end and front-end developers to what can be improved. This work package mainly focuses on polishing the proposed system.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.

Budget:	PHP 47,701.44
Reference Docs:	-

WBS:	1.4.1
Work Package:	Monitor Project Progress Milestone
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist
Description:	This portion includes the following tasks: • Monitoring the project's progress and mitigating any deviations from its set plan. This work package mainly focuses on monitoring the project's progress.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	-
Reference Docs:	-

WBS:	1.4.2
Work Package:	Track Resource Utilization
Package Owner:	HighTable

Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist
Description:	This portion includes the following tasks: • Monitoring the project's resources and see if it is being used effectively and efficiently. This work package mainly focuses on monitoring the usage of the team's resources.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	-
Reference Docs:	-

WBS:	1.4.3
Work Package:	Monitor Risks and Issue Resolution
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist
Description:	This portion includes the following tasks:

	• Monitor if there are any risks that the group may encounter and make use of the risk mitigation protocols in response to them. This work package mainly focuses on risk mitigation behavior of the team.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	-
Reference Docs:	-

WBS:	1.4.4
Work Package:	Perform System Testing and Quality Assurance
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist John Rysal Rosel, Back-end Developer Lester Dave Salazar, Product Designer, Front-end Developer
Description:	This portion includes the following tasks: • The testing of the proposed system with

	full documentation This work package mainly focuses on the intensive testing of the proposed system.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 66,951.44
Reference Docs:	-

WBS:	1.4.5
Work Package:	Gather and Analyze Feedback
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist
Description:	This portion includes the following tasks: • Contacting the key stakeholder for their insights of the proposed system. • Documenting and reporting to the development team on what to improve on This work package mainly focuses on the feedback and implementation of the key stakeholder's

	recommendations.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	- All team members agree to stay and work in the same group until the full completion of the project. - The team will work to meet the agreed deadline with all the resources available to them. - Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	- Team will not be able to accomplish the tasks on time - Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	- Team members will communicate effectively and make use of the agile methodology to get tasks done on time. - The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 21,251.44
Reference Docs:	-

WBS:	1.5.1
Work Package:	Finalize and Deliver Project Documentation
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist
Description:	This portion includes the following tasks: Reviewing and renewing any documents needed that will be submitted for signing. This work package mainly focuses on the polishing of the documents.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	All team members agree to stay and work in the same group until the full completion of the project.

	• The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 20,573.36
Reference Docs:	-

WBS:	1.5.2
Work Package:	Obtain Formal Acceptance
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester
Description:	This portion includes the following tasks: • Getting in contact with the key stakeholder to sign all documents for formal acceptance. This work package mainly focuses on the acceptance of the project to the stakeholder.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed

	deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 7,723.36
Reference Docs:	-

WBS:	1.5.3
Work Package:	Archive Project Files and Resources
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist
Description:	This portion includes the following tasks: • Creating own copies and saving all important documents for future reference. This work package mainly focuses on the archiving of all important documents.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project.

	• The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 15,973.36
Reference Docs:	-

WBS:	1.5.4
Work Package:	Handover Project Deliverables to Project Sponsor
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester
Description:	This portion includes the following tasks: • Handing over all of the improved and approved deliverables to the Project Sponsor. This work package mainly focuses on the handover of the project.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.

Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 4,023.36
Reference Docs:	-

WBS:	1.5.5
Work Package:	Perform Post-Implementation Review
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist
Description:	This portion includes the following tasks: • Implementing of the new System on the client's environment. • Allow the Project Sponsor to test and review if there are any issues with the newly implemented system • Revise and update all issues that were found This work package mainly focuses on the quality and feedback of the newly implemented system.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work package.

Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 15,973.36
Reference Docs:	-

WBS:	1.5.6
Work Package:	Close Out Meeting
Package Owner:	HighTable
Owner Organization:	Chubby Gourmet
Participants:	Gianna Bernice Artajos, Project Manager, Quality Assurance Tester Marcus Philip Flores, Scrum Master, Document Specialist
Description:	This portion includes the following tasks: • Prepare a meeting with the Key Stakeholder and discuss if there should be any unforeseen problems, they must contact the team. • Show all the archived documents for their reference • Thank them for their support and cooperation for collaborating with HighTable This work package mainly focuses on closing out Chubby Gourmet's E-Commerce Web Application project.
Completion State:	When HighTable has accomplished the work package with no revisions needed.
Assumptions:	• All team members agree to stay and work in the same group until the full completion of the project. • The team will work to meet the agreed deadline with all the resources available to them. • Key Stakeholder will give her honest and critical feedback in regard to the work

	package.
Risks: (List down risks in accomplishing this Work Package)	• Team will not be able to accomplish the tasks on time • Key Stakeholder may second guess and back out of the project.
Risk Mitigation: (List down ways to address each risk listed above)	• Team members will communicate effectively and make use of the agile methodology to get tasks done on time. • The team will provide consistent updates every other week to reassure the client that there has been progress made in the development of the project.
Budget:	PHP 2,748.36
Reference Docs:	-