

**IMPLEMENTATION PLAN
CHUBBY GOURMET'S E-COMMERCE WEB APPLICATION**

HIGHTABLE

**PROJECT DOCUMENTATION SUBMITTED TO THE FACULTY OF THE
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**IN PARTIAL FULFILLMENT OF THE REQUIREMENTS FOR
SYSTEMS ANALYSIS AND DETAILED DESIGN FOR IT
PROJMAN**

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6.11. Implementation Plan

6.11.1. Executive Summary

The implementation plan focuses on deploying the web application smoothly, with activities like setup, configuration, and system integration. This paper outlines a streamlined transition plan for the E-commerce Web Application. The objective is to enhance user experience by assessing the current system, gathering requirements, selecting appropriate technologies, designing the architecture, and implementing the application using best practices. The project team, including a project manager, quality assurance tester, scrum master, document specialist, product designer, and developers, will collaborate to ensure a successful transition. Workforce transition will involve assessing skills, providing training and mentorship, and potentially recruiting new talent. Property transition will entail evaluating infrastructure, integrating systems, and conducting thorough testing. The schedule ensures efficient execution and timely completion. Overall, the plan aims to deliver a user-friendly platform while effectively managing workforce and infrastructure transitions.

6.11.2. Transition Approach

In this section of paper, it outlines the overall strategy and steps involved in the transition process of implementing the Chubby Gourmet e-commerce web application. It serves as a roadmap for the project, providing an organized plan for successfully migrating from the current system to the new application. This section outlines the key activities and tasks involved in the transition, such as assessing the current system, gathering requirements, selecting technologies, development, testing, data migration, and deployment. By presenting a clear and comprehensive transition approach, stakeholders can understand the sequence of actions required to ensure a smooth and efficient transition to the new e-commerce web application.

Current System Assessment:

Evaluate the existing system and identify its strengths, weaknesses, and any limitations. Assess the readiness of the current infrastructure for the transition.

Requirements Gathering:

Engage with stakeholders, including the Chubby Gourmet team, to gather detailed requirements for the new e-commerce web application. Define functional and non-functional requirements, taking into account usability, scalability, security, and performance aspects.

Technology Selection:

Select the appropriate technologies and frameworks for the new e-commerce web application based on the requirements gathered. Consider factors such as compatibility, ease of maintenance, and scalability.

Architecture Design:

Develop an architectural design for the new e-commerce web application, considering the desired functionality, scalability, security, and integration requirements. Define the overall structure, components, and data flow.

Development:

Begin the development phase by implementing the new e-commerce web application based on the architectural design. Follow best practices, coding standards, and conduct regular code reviews to ensure quality.

Testing:

Conduct comprehensive testing of the new e-commerce web application to identify and resolve any bugs or issues. Perform unit testing, integration testing, system testing, and user acceptance testing to ensure the application functions as expected.

Training and Documentation:

Develop training materials and conduct training sessions to familiarize the Chubby Gourmet team with the new e-commerce web application. Create comprehensive documentation, including user manuals and technical guides.

Deployment:

Prepare for the deployment of the new e-commerce web application by configuring the production environment, ensuring scalability, security, and performance optimizations. Deploy the application and conduct final checks.

Transition to Production:

Coordinate with the Chubby Gourmet team to smoothly transition from the current system to the new e-commerce web application. Monitor the system during the transition phase, providing support and addressing any issues that arise.

Post-Transition Evaluation:

Evaluate the success of the transition process and gather feedback from stakeholders. Identify areas for improvement and document lessons learned for future reference.

By following this transition approach, the Chubby Gourmet e-commerce web application can be successfully implemented, ensuring a smooth and efficient migration from the current system to the new application.

6.11.3 Team Organization

In the implementation plan, this section provides an overview of the team organization, including the roles and responsibilities of each team member. It helps stakeholders understand the individuals involved in the project, their areas of expertise, and their specific contributions to the development and transition of the Chubby Gourmet E-commerce Web Application.

1. **Project Manager:** Oversee and ensure the overall success of the transition. Lead the transition team, ensure timely completion of tasks, maintain coordination with the customer, and ensure adherence to the transition plan.
2. **Quality Assurance Tester:** Conduct testing activities, develop test plans, execute test cases, identify and report bugs, collaborate with the development team to ensure software quality.
3. **Scrum Master:** Facilitate the agile development process, organize and lead scrum meetings, remove obstacles, promote collaboration and effective communication within the team.
4. **Document Specialist:** Create and maintain project documentation, including requirements documents, user manuals, technical guides, and other relevant documentation.
5. **Product Designer:** Design and prototype the user interface and user experience (UI/UX) for the e-commerce web application, collaborate with stakeholders to

understand requirements and ensure a visually appealing and user-friendly design.

6. **Frontend Developer:** Develop the client-side components of the web application, implement the UI/UX design, and ensure responsive and interactive user interfaces using HTML, CSS, and JavaScript frameworks.
7. **Backend Developer:** Develop the server-side components and logic of the web application, handle data processing, integration with databases, and implement business logic using programming languages like PHP, MySQL.

6.11.4. Workforce Transition

This section outlines the plan and strategies for managing the transition of the workforce during the implementation of the Chubby Gourmet e-commerce web application. It serves as a guide for effectively aligning the skills, knowledge, and resources of the existing workforce with the requirements of the new application.

Moreover, this section highlights the key activities involved in assessing the current workforce, identifying skill requirements, providing training and development opportunities, integrating new team members, and ensuring employee engagement and support throughout the transition process.

By addressing the workforce transition in a structured manner, the organization can ensure a smooth and successful transition, maximizing the effectiveness and productivity of the workforce in supporting the implementation of the new e-commerce web application.

Assess Current Workforce:

Evaluate the existing workforce and identify their skills, knowledge, and capabilities relevant to the new e-commerce web application. Assess any gaps or areas that need to be addressed for a successful transition.

Identify Skill Requirements:

Determine the skill set and expertise required for the new e-commerce web application. Identify the specific roles and responsibilities needed, such as frontend developers, backend developers, UX designers, QA testers, etc.

Internal Workforce Training:

Assess if any members of the current workforce can be trained or upskilled to meet the requirements of the new e-commerce web application. Provide training programs, workshops, or resources to enhance their skills and knowledge in relevant areas.

Recruitment and Hiring:

Identify any skill gaps that cannot be fulfilled internally and initiate a recruitment process to hire new employees or contractors with the required expertise. Develop job descriptions, conduct interviews, and select candidates who fit the desired skill set.

Knowledge Transfer:

Facilitate knowledge transfer from the existing workforce to the new team members. Arrange for mentoring, shadowing, or collaborative work to ensure a smooth transfer of domain knowledge, project-specific information, and best practices.

Team Integration and Collaboration:

Foster a collaborative and inclusive work environment to facilitate effective teamwork between the existing and new workforce. Encourage open communication, knowledge sharing, and cross-functional collaboration to leverage the strengths of both groups.

Performance Evaluation and Feedback:

Establish performance evaluation mechanisms to assess the progress and effectiveness of the transition process. Provide regular feedback to individuals and teams to identify areas for improvement and recognize achievements.

Employee Support and Engagement:

Provide support and resources to employees during the transition, including access to training materials, documentation, and technical support. Foster employee engagement through regular communication, team-building activities, and recognition of their contributions.

Change Management:

Implement change management strategies to manage any resistance or challenges that may arise during the workforce transition. Communicate the benefits and goals of the new e-commerce web application, address concerns, and provide support to facilitate a smooth transition.

Ongoing Training and Development:

Continue to invest in the professional development of the workforce by providing ongoing training opportunities, workshops, and certifications to keep their skills up to date with evolving technologies and industry trends.

By following this workforce transition plan, the Chubby Gourmet E-commerce Web Application can effectively manage the transition of its workforce, ensuring that the

required skills and expertise are in place to support the successful implementation and operation of the new application.

6.11.5. Workforce Execution During Transition

This section focuses on the workforce execution during the transition period for the project, specifically in the context of the Chubby Gourmet e-commerce web application. Key aspects to be explored include user training, system launch, lessons learned documentation, updating files/records, formal acceptance, archiving files/documents, and project closeout meetings. The effective management of these elements aims to facilitate a seamless transition, empower employees with their necessary skills, and ensure the overall success of the project.

User Training: Providing comprehensive training programs to equip employees with the necessary knowledge and skills to operate the new system. This may involve conducting training sessions or one-on-one coaching to ensure a smooth transition and maximize employee productivity.

System Launch: Ensure all necessary systems are in place and functioning properly before making the new system available to users. Conduct final system tests and verify the accurate migration of data to ensure a seamless transition.

Lessons Learned Documentation: Document the insights gained throughout the project, highlighting areas of success and areas for improvement. This document will serve as a valuable resource for future projects, promoting the adoption of best practices.

Updating Files/Records: Update relevant files and records to reflect the project's completion. This may involve archiving specific documents or updating contracts and agreements with updated information.

Formal Acceptance: Obtain formal acceptance from the project, indicating successful completion of the transition. Ensure all deliverables have been met and address any outstanding concerns to ensure client satisfaction.

Archiving Files/Documents: Archive all project-related files and documents, including contracts, agreements, project plans, and other pertinent materials.

Project Closeout Meeting: Conduct a project closeout meeting with all stakeholders to review the project's overall performance, acknowledge successes, identify areas for improvement, and address any remaining issues.

6.11.6. Subcontracts

Since there are no existing contracts or subcontract agreements associated with the Chubby Gourmet project, there is no need for a transition or transfer of such contracts or agreements.

6.11.7 Property Transition

6.11.7.1. Incumbent Owned Equipment

As part of the property transition plan for the Chubby Gourmet e-commerce web application, the evaluation and utilization of incumbent owned equipment will be considered.

The following outlines the steps and considerations for this aspect of the transition:

Infrastructure Assessment:

- Conduct a thorough assessment of the existing infrastructure owned by the organization. This includes servers, networking equipment, databases, and other relevant hardware and software components.
- Evaluate the compatibility and suitability of the incumbent owned equipment for supporting the Chubby Gourmet e-commerce web application.
- Identify any gaps or areas where additional equipment or upgrades may be required to ensure optimal performance and functionality.

Repurposing Existing Equipment:

- Determine if any incumbent owned equipment can be repurposed for the new system. This involves assessing the capacity, capability, and compatibility of the existing equipment with the requirements of the Chubby Gourmet application.
- Consider factors such as scalability, performance, and security when deciding whether to repurpose the existing equipment.

Equipment Replacement:

- If the incumbent owned equipment is inadequate or not aligned with the needs of the Chubby Gourmet application, develop a plan for equipment replacement.
- Identify the specific equipment that needs to be replaced and specify the criteria for selecting new equipment.
- Consider factors such as performance, scalability, security, and future growth when selecting replacement equipment.

Integration and Configuration:

- Outline the procedures for integrating the incumbent owned equipment with any newly acquired equipment or infrastructure.
- Specify the configuration steps required to ensure seamless operation and compatibility between the existing and new components.

Testing and Validation:

- Develop a testing and validation plan to ensure the compatibility and functionality of the incumbent owned equipment within the new system.
- Conduct thorough testing to verify the performance, reliability, and security of the integrated infrastructure.

Documentation and Knowledge Transfer:

- Document the details of the incumbent owned equipment, including configurations, specifications, and any relevant procedures.
- Facilitate knowledge transfer among team members involved in managing and maintaining the infrastructure.

6.11.8. Knowledge Transfer

Documentation/Guides:

- The project team will prepare comprehensive documentation and guides for Chubby Gourmet, covering various aspects of the system and its implementation.
- The documentation will include a project overview, system architecture, technical specifications, and other relevant materials to provide a clear understanding of the system's workings.
- The guides will offer detailed, step-by-step instructions on performing specific tasks related to the E-commerce web application.

Training:

- Chubby Gourmet's owner, Ms. Priscilla Mariano, will receive personalized training from the project team to ensure a thorough understanding of the system's functionalities and processes.
- Access to online training materials and resources will be provided to Ms. Priscilla Mariano for continuous learning and skill development related to the E-commerce web application.
- Ms. Priscilla Mariano will be responsible for disseminating the acquired knowledge to relevant stakeholders within Chubby Gourmet.

To facilitate effective knowledge transfer, regular check-ins and meetings will be scheduled between the project team and Ms. Priscilla Mariano, the owner of Chubby Gourmet. These sessions will ensure a successful transfer of knowledge and address any questions or concerns promptly. Additionally, any updates or changes to the system will be documented and shared with Miss Priscilla Mariano, enabling her to stay up to date with the latest information and functionalities of the E-commerce web application.

6.11.9 . Schedule

Chubby Gourmet E-Commerce Web Application		
Task	Start Date	End Date
Initiation		
Develop Business Case	1/3/23	1/18/23
Develop Project Charter	1/19/23	1/30/23
Obtain Project Approval	14/31/23	2/2/23
Planning		

Scope Management Plan	2/3/23	2/9/23
Schedule Management Plan	2/10/23	2/17/23
Cost Management Plan	2/20/23	3/1/23
Risk Management Plan	3/2/23	3/8/22
Quality Management Plan	3/9/23	3/13/23
Procurement Management Plan	3/14/23	3/20/23
Human Resource Management Plan	3/21/23	3/23/23
Change Management Plan	3/24/23	3/31/23
Communication Management Plan	4/3/23	4/14/23
Implementation Plan	4/17/23	4/24/23
Design System Architecture	4/25/23	5/24/23
Create wireframes and user interface design	5/25/23	6/2/23
Execution		
Set up Development Environment	6/5/23	6/14/23
Develop Frontend Components	6/15/23	7/20/23
Develop Backend Components	7/21/23	8/25/23
Integrate Frontend and Backend	8/29/23	9/11/23
Perform Unit Testing	9/12/23	9/20/23
Monitoring		
Monitor Project Progress and Milestones		Throughout the project
Track Resource Utilization		Throughout the project
Monitor Risks and Issue Resolution		Throughout the project
Perform System Testing and Quality Assurance	9/21/23	9/29/23
Gather and Analyze User Feedback	10/2/23	10/4/23
Closeout		
Finalize and Deliver Project Documentation	10/5/23	10/10/23
Obtain Formal Acceptance	10/11/23	10/13/23
Archive Project Files and Resources	10/16/23	10/18/23
Handover Project Deliverables to Project Sponsor	10/19/23	10/19/23
Perform Post-Implementation Review	10/20/23	10/24/23

6.11.10 Handover and Acceptance

This section shows the final stage of the implementation process for the new e-commerce web application.

During this phase, the following activities will take place:

- **Documentation Handover:** All relevant project documentation, including system specifications, user manuals, and technical documentation, will be compiled and handed over to the stakeholders. These documents will serve as a comprehensive reference for understanding and operating the Chubby Gourmet e-commerce web application.
- **Training and Knowledge Transfer:** Training sessions and knowledge transfer activities will be conducted to ensure stakeholders have the necessary skills and knowledge to effectively use and maintain the new system. This includes training on managing products, processing orders, and administering the e-commerce platform.
- **User Acceptance Testing:** The stakeholders will actively participate in user acceptance testing to validate the functionality, usability, and performance of the Chubby Gourmet e-commerce web application. Any identified issues or concerns will be addressed and resolved to ensure a satisfactory user experience.
- **Sign-off and Acceptance:** Once the stakeholders are satisfied with the performance and functionality of the web application, they will provide formal sign-off and acceptance of the Chubby Gourmet e-commerce system as meeting their requirements and expectations.
- **Handover of Administrative Rights:** The necessary administrative rights and access privileges will be granted to designated personnel, ensuring they have the authority and control to manage and administer the Chubby Gourmet e-commerce web application effectively.
- **Post-Implementation Support:** The project team will provide post-implementation support to address any questions, issues, or concerns that may arise during the initial period of system operation. This support will ensure a smooth transition and facilitate the stakeholders' successful adoption of the new e-commerce platform.

The Handover and Acceptance phase is a critical step in the Chubby Gourmet project, ensuring that the stakeholders are equipped with the necessary documentation, knowledge, and resources to effectively use and manage the new e-commerce web application. It represents the formal acceptance of the system and paves the way for its operational success in meeting the organization's goals and delivering an exceptional online shopping experience.