WBS:	1.1
Work Package:	Initiation
Package Owner:	KAYVI Byte
Owner Organization:	KAYVI Byte
Participants:	Alexis Martin, Yuan Serafico, Karlo Boongaling, Ian Onrubia, Vladimir Perez
Description:	Initiation stage includes the Evaluation of the project. The team will provide the Project Charter in this stage. Project Charter formally authorizes the SurveiRams Project to develop and implement an updated ticketing system for use of the Security personnel, ITRO and BMO. The Project Charter includes the milestone schedules needed for the project to be finished.
Completion State:	KAYVI Byte needs to finish all the required documents in the Initiation stage of the project.
Assumptions:	The team will be able to complete the project within the allocated time.
Risks:	The team cannot finish the project within the allocated time.
Risk Mitigation:	Adjust time estimates, and regular progress tracking.
Budget:	
Reference Docs:	Project Charter

WBS:	2.1
Work Package:	Develop Project Charter and Plan
Package Owner:	KAYVI Byte
Owner Organization:	KAYVI Byte
Participants:	Alexis Martin, Yuan Serafico, Karlo Boongaling, Ian Onrubia, Vladimir Perez
Description:	Planning stage includes the required documents needed for planning. This includes the following files: Scope Management Plan, Cost Management Plan, Schedule Management Plan, and WBS.
Completion State:	KAYVI Byte needs to finish all the required documents mentioned above in the Planning stage of the project.
Assumptions:	The team will finish all the required documents on or before the deadline.
Risks:	The team cannot finish the project within the allocated time.
Risk Mitigation:	Regular progress tracking, distribute workload to all members
Budget:	
Reference Docs:	Scope Management Plan Cost Management Plan Schedule Management Plan WBS

WBS:	1.3
Work Package:	Analysis
Package Owner:	KAYVI Byte
Owner Organization:	KAYVI Byte
Participants:	Alexis Martin, Yuan Serafico, Karlo Boongaling, Ian Onrubia, Vladimir Perez
Description:	Analysis stage includes the required documents needed for project analysis. This includes the following files: Project Risk Analysis and Cost Benefit Analysis
Completion State:	KAYVI Byte needs to finish all the required documents mentioned above in the Analysis stage of the project.
Assumptions: (List down all assumptions regarding completion of this Work Package)	The team will finish all the required documents on or before the deadline.
Risks: (List down risks in accomplishing this Work Package)	The team cannot finish the project within the allocated time.
Risk Mitigation: (List down ways to address each risk listed above)	Regular progress tracking, distribute workload to all members
Budget: (Estimated cost with computations)	
Reference Docs: (post clickable reference links to reference docs)	Scope Management Plan Cost Management Plan WBS

WBS:	1.4
Work Package:	Design
Package Owner:	KAYVI Byte
Owner Organization:	KAYVI Byte
Participants:	Alexis Martin, Yuan Serafico, Karlo Boongaling, Ian Onrubia, Vladimir Perez
Description:	Design stage includes the required documents needed for project designing. This includes the following files: Process Design and User Interface
Completion State:	KAYVI Byte needs to finish all the required documents mentioned above in the Design stage of the project. This is where the developers conduct important aspects of systems design and development.
Assumptions: (List down all assumptions regarding completion of this Work Package)	• The team will finish all the required documents on or before the deadline. • All requirements have been gathered and documented • The design is feasible and practical
Risks: (List down risks in accomplishing this Work Package)	• The team cannot finish the project within the allocated time. • Insufficient collaboration with stakeholders • Inadequate skills and experience
Risk Mitigation: (List down ways to address each risk listed above)	• Regular progress tracking, distribute workload to all members • Ensuring that stakeholders are engaged and involved throughout the design stage can help ensure that the resulting system meets their expectations • Ensuring that the development team has the necessary skills and experience to design the system can help ensure that the resulting design is of high quality and meets stakeholder expectations.
Budget: (Estimated cost with computations)	
Reference Docs: (post clickable reference links to reference docs)	Project Charter WBS

WBS:	1.5
Work Package:	Testing
Package Owner:	KAYVI Byte
Owner Organization:	KAYVI Byte
Participants:	Alexis Martin, Yuan Serafico, Karlo Boongaling, Ian Onrubia, Vladimir Perez
Description:	Design stage includes the required documents needed for project testing. This includes the following processes: System Test, User Acceptance Test, and Unit and Integration Testing
Completion State:	KAYVI Byte needs to finish all the required processes mentioned above in the Testing stage of the project. The testing stage is a critical phase in a systems project where the application or system being developed is thoroughly evaluated to ensure that it meets the requirements and specifications of the stakeholders.
Assumptions: (List down all assumptions regarding completion of this Work Package)	- The team will finish all the required processes on or before the deadline. - The testers will identify and report all bugs and issues - All code has been thoroughly tested before being sent to testing - Testers have all the necessary information to test the system
Risks: (List down risks in accomplishing this Work Package)	- The team cannot finish the project within the allocated time. - Incomplete or ineffective testing - Insufficient resources
Risk Mitigation: (List down ways to address each risk listed above)	- Regular progress tracking, distribute workload to all members - Adequate planning and preparation can help ensure that testing is thorough and effective - Ensuring that the testing team is skilled and experienced can help reduce the risk of issues going undetected
Budget: (Estimated cost with computations)	
Reference Docs: (post clickable reference links to reference docs)	Project Charter WBS

WBS:	1.6
Work Package:	Implementation
Package Owner:	KAYVI Byte
Owner Organization:	KAYVI Byte
Participants:	Alexis Martin, Yuan Serafico, Karlo Boongaling, Ian Onrubia, Vladimir Perez
Description:	Implementation stage includes the required activities needed for project analysis. This includes the following: Define Key Variables, Determine Roles, Determine Responsibilities, Delegate the Work, Monitor Progress, and Take Corrective Action. The project team works on executing these tasks and activities outlined in the project plan, with the goal of achieving the project objectives and delivering the project deliverables.
Completion State:	KAYVI Byte needs to finish all the processes mentioned above in the Implementation stage of the project.
Assumptions: (List down all assumptions regarding completion of this Work Package)	• The team will finish all the required documents on or before the deadline. • The development team will have complete control over the deployment environment
Risks: (List down risks in accomplishing this Work Package)	• The team cannot finish the project within the allocated time. • Technical issues • Security breaches
Risk Mitigation: (List down ways to address each risk listed above)	• Regular progress tracking, distribute workload to all members • Conducting thorough testing and quality assurance • Implementing robust security measures and ensure that the system is secure once it is deployed
Budget: (Estimated cost with computations)	
Reference Docs: (post clickable reference links to reference docs)	[WBS](WBS)

WBS:	1.7
Work Package:	Close Project
Package Owner:	KAYVI Byte
Owner Organization:	KAYVI Byte
Participants:	Alexis Martin, Yuan Serafico, Karlo Boongaling, Ian Onrubia, Vladimir Perez
Description:	Closing a project in project management involves formally bringing a project to an end. It is the final phase of the project life cycle and involves completing any outstanding tasks, Finalize Project Deliverables, Confirm Project Completion, Review all Contracts, Review Documentation and obtaining approval from stakeholders to formally close the project.
Completion State:	KAYVI Byte needs to finish all the processes mentioned above in the final stage of the project.
Assumptions: (List down all assumptions regarding completion of this Work Package)	The team will finish all the required documents and activities on or before the deadline.
Risks: (List down risks in accomplishing this Work Package)	The team cannot finish the project within the allocated time.
Risk Mitigation: (List down ways to address each risk listed above)	Regular progress tracking, distribute workload to all members
Budget: (Estimated cost with computations)	
Reference Docs: (post clickable reference links to reference docs)	Project Charter Scope Management Plan WBS