APC_2022_2023_T3_PROJMAN_MI202_G04_OPTIMUM_FIVE - Work packages

ID	Туре	Subject		Status	Start date	Finish date	Duration		
1592	Phase	1 RAM-IT: ITRO's ChatBot & Ticketing System		New	03/23/2023	05/28/2024	309		
Description:									
1593	Phase	1.1 Initiation		New	03/23/2023	05/17/2023	40		
Description:									
1594	Milestone	1.1.1 Design Thinking		New	04/05/2023	04/05/2023	1		
Description:	WBS:		1.1.	1					
	Work Packa	Work Package:							
	Package Owner:			Jayson Aloya					
	Owner Orga	Owner Organization:			Information Technology Resource Office				
	Participants			Jan Gabriel Prion, Jayson Aloya, John Christopher Langcauon, Marc Julian Sajul, & Marc Zamora					
	Description:	Description:			The research and brainstorming session of the project team with the help of the project sponsor and stakeholders.				
	Completion	Completion State:			Once the problem statement, purpose, goals, and objectives are defined.				
	Assumption	Assumptions:			Assuming that the goals will stay consistent all throughout the project.				
	Risks:	Risks:		Changes may occur during the project that requires an impromptu design thinking session.					
	Risk Mitigati	Risk Mitigation:		An impromptu design thinking session will be held as soon as possible.					
	Budget:		RAM	И-IT Budget					
	Reference D	OCS:	Opt	Optimum Five - Work Breakdown Structure (WBS).docx					

1595	Work package	1.1.2 Create Business Case		Ne	ew	04/06/2023	04/11/2023	4	
Description:	WBS:			.2					
	Work Package:			ate Bı	usiness Case				
	Package Owne	r:	Johi	n Chri	istopher Langc	auon			
	Owner Organiz	ration:	Info	ormati	tion Technology	y Resource Office			
	Participants:		John	n Chri	istopher Langc	auon			
	Description:				er that contains s being made fo		about the busines	s/company the	
	Completion State:			Once the document is completed and approved by the project manager and adviser.					
	Assumptions:			Some of the data comes from the team members personally experiences as students in APC.					
	Risks:			Revisions may be made halfway through the process.					
	Risk Mitigation	:	Rev	Revisions will be made as soon as possible.					
	Budget:		RAN	RAM-IT Budget					
	Reference Docs	5:	Opt	Optimum Five - Work Breakdown Structure (WBS).docx					
1596	Work package	1.1.3 Create Project Charter		New 04/12/2023 04/17/2023 4					
Description:	WBS:		1.1.	1.1.3					
	Work Package:		Cre	Create Project Charter					
	Package Owne	r:	Jays	son Al	loya				

Owner Organization:	Information Technology Resource Office
Participants:	Jan Gabriel Prion, Jayson Aloya, John Christopher Langcauon, Marc Julian Sajul, & Marc Zamora
Description:	The paper that contains information about the project sponsor and project manager along with the information about the project milestones and budget.
Completion State:	Once the project sponsor signs the document.
Assumptions:	Assuming that the project will be completed within the given time.
Risks:	Changes may occur during the project that requires an impromptu meeting.
Risk Mitigation:	An impromptu meeting will be held as soon as possible.
Budget:	RAM-IT Budget
Reference Docs:	Optimum Five - Work Breakdown Structure (WBS).docx

1597	Work package	1.1.4 Project Sponsor Approval of Project		New	04/18/2023	04/24/2023	5			
Description:	WBS:		1.1.	1.1.4						
	Work Package:			Project Sponsor Approval of Project						
	Package Owner:			Jayson Aloya						
	Owner Organization:			Information Technology Resource Office						
	Participants:		Jays	Jayson Aloya						
	Description:	Description:			The project manager sends the business case and project charter along with other necessary information about the project to the project sponso for approval.					
	Completion Sta	ate:	Onc	Once the project is approved by the project manager and adviser.						

Assumptions:	Assuming that all information gathered are sufficient to judge the worth of a project.
Risks:	Project Sponsor might take long to approve.
Risk Mitigation:	Changes will be made to satisfy the project and project sponsor.
Budget:	RAM-IT Budget
Reference Docs:	Optimum Five - Work Breakdown Structure (WBS).docx

1598	Work package	1.1.5 Assign Project Team &	Roles		New	04/25/2023	04/27/2023	3		
Description:	WBS: 1.				1.1.5					
	Work Package: As				gning Project Tean	n & Roles				
	Package Owne	er:	Jays	on Aloya						
	Owner Organiz	zation:	Info	rmation Technolog	gy Resource Office					
	Participants:		Jays	on Aloya						
	Description:				Finding the right people to join the creation of the project and assigning roles to them.					
	Completion Sta	ate:		Onc	Once the team is assigned their roles.					
	Assumptions:				Assuming that all of the people chosen for the team is capable of doing their roles.					
	Risks:			Con	Conflict in delegating roles may occur.					
	Risk Mitigation	ı:		Neg	Negotiation between the individuals involved.					
	Budget:			RAN	RAM-IT Budget					
	Reference Doc	s:		Opt	imum Five - Work E	Breakdown Structu	re (WBS).docx			

1599	Work package	1.1.6 Identify Stakeholders		New	04/28/2023	05/17/2023	14								
Description:	WBS:			6											
	Work Package:			ntify Stakehold	ers										
	Package Owner:			Gabriel Prion											
	Owner Organi	zation:	Info	rmation Techn	ology Resource Offic	e									
	Participants: Description: Completion State: Assumptions: Risks: Risk Mitigation: Budget: Reference Docs:			Gabriel Prion, J ıl, & Marc Zamo	ayson Aloya, John Ch ora	ristopher Langcau	ion, Marc Juliar								
				ntifying the peo	pple affected and will	benefit from the p	oroject.								
				Once all stakeholders are identified. Assuming that the stakeholders will consent their involvement. Conflict with stakeholders. Clear up misunderstandings and negotiate. RAM-IT Budget Optimum Five - Work Breakdown Structure (WBS).docx											
									1.	T .		1		1	
1600 Description:									Phase	1.2 Planning		New	05/18/2023	09/01/2023	77
1601	Milestone	1.2.1 First Meeting with Project Team		New	05/18/2023	05/18/2023	1								
Description:	WBS:		1.2.	1	-		•								
	Work Package:		First	First Meeting with Project Team											
	Package Owner:			Jayson Aloya											

Owner Organization:	Information Technology Resource Office
Participants:	Jan Gabriel Prion, Jayson Aloya, John Christopher Langcauon, Marc Julian Sajul, & Marc Zamora
Description:	The meeting that kick starts the whole project.
Completion State:	Once the meeting is done.
Assumptions:	Assuming that everyone is available on that day.
Risks:	A member or stakeholder might not be free at that time.
Risk Mitigation:	Re-scheduling of the meeting will be done.
Budget:	RAM-IT Budget
Reference Docs:	Optimum Five - Work Breakdown Structure (WBS).docx

1602	Work package	1.2.2 Create Stakeholders Management Strategy Plan		New	05/19/2023	05/25/2023	5		
Description:	WBS:			1.2.2					
	Work Package:	:	Crea	te Stakeholders	Management Strat	egy Plan			
	Package Owner:			Sabriel Prion					
	Owner Organiz	zation:	Infor	Information Technology Resource Office					
	Participants:			Jan Gabriel Prion					
	Description:			The document that contains the plan on identifying and managing the stakeholders needs for the project.					
	Completion Sta	ate:	Once	Once approved by the project manager, sponsor, and adviser.					
	Assumptions:			Assuming that everything stays consistent all throughout the project.					
	Risks:			Changes may occur during the project that requires revisions.					

	Risk Mitigation		Revis	Revisions must be made as soon as possible.						
	Budget:		RAM	RAM-IT Budget						
	Reference Docs	Si .	Optimum Five - Work Breakdown Structure (WBS).docx							
			-							
1603	Work package	1.2.3 Create Cost Management Plan		New	05/26/2023	06/02/2023	6			
Description:	WBS:		1.2.3	1						
	Work Package:			te Cost Managem	ent Plan					
	Package Owner:			Christopher Lang	cauon					
	Owner Organiz	ation:	Infor	rmation Technolog	y Resource Office	!				
	Participants:			John Christopher Langcauon						
	Description:		The document that contains the budget and costs that will be used for the project.							
	Completion Sta	ite:	Once approved by the project manager, sponsor, and adviser.							
	Assumptions:		Assuming that everything stays consistent all throughout the project.							
	Risks:		Changes may occur during the project that requires revisions.							
	Risk Mitigation	:	Revis	sions must be mad	le as soon as poss	ible.				
	Budget:		RAM	RAM-IT Budget						
	Reference Docs:		Optimum Five - Work Breakdown Structure (WBS).docx							
1604	Work package	1.2.4 Create Scope Management Plan		New	06/05/2023	06/12/2023	6			
Description:	WBS:		1.2.4							
			-							

Work Package:	Create Scope Management Plan
Package Owner:	Marc Zamora
Owner Organization:	Information Technology Resource Office
Participants:	Marc Zamora
Description:	The document that provides a clear understanding of what the project limitations are.
Completion State:	Once approved by the project manager, sponsor, and adviser.
Assumptions:	Assuming that everything stays consistent all throughout the project.
Risks:	Changes may occur during the project that requires revisions.
Risk Mitigation:	Revisions must be made as soon as possible.
Budget:	RAM-IT Budget
Reference Docs:	Optimum Five - Work Breakdown Structure (WBS).docx

1605	Work package 1.2.5 Create Schedule Management Plan		New	06/13/2023	06/20/2023	6			
Description:	WBS:	1.2.5	1.2.5						
	Work Package:	Crea	Create Time Management Plan						
	Package Owner:	Marc	Marc Julian Sajul Information Technology Resource Office						
	Owner Organization:	Infor							
	Participants:	Marc	Julian Sajul						
	Description:		The document that provides the schedule of how long the project and the work packages will be done.						
	Completion State:	Once	Once approved by the project manager, sponsor, and adviser.						

	Assumptions:		Assui	ming that everythir	ng stays consisten	t all throughout th	ne project.
	Risks:		Chan	ges may occur dur	ing the project tha	at requires revision	ns.
	Risk Mitigation:		Revis	ions must be made	e as soon as possil	ble.	
	Budget:		RAM-	-IT Budget			
	Reference Docs	:	Optin	num Five - Work Br	reakdown Structur	re (WBS).docx	
1606	Work package	1.2.6 Create Work Breakdown Structure		New	06/21/2023	06/28/2023	6
Description:	WBS:		1.2.6				
	Work Package:		Creat	te Work Breakdowr	n Structure		
	Package Owner	:	Jayso	n Aloya			
	Owner Organiza	ation:	Infor	mation Technology	Resource Office		
	Participants:		Jayso	n Aloya			
	Description:		Wher	e work packages a	re labeled throug	h each phases of t	he project.
	Completion Sta	te:	Once	approved by the p	roject manager, s	ponsor, and advis	er.
	Assumptions:		Assui	ming that everythir	ng stays consisten	t all throughout th	ne project.
	Risks:		Chan	ges may occur dur	ing the project tha	at requires revision	ns.
	Risk Mitigation:		Revis	ions must be made	e as soon as possil	ble.	
	Budget:		RAM-	-IT Budget			
	Reference Docs	:	Optir	num Five - Work Br	reakdown Structur	re (WBS).docx	
			•				
1607	Work package	1.2.7 Create Staffing Management Plan		New	06/29/2023	07/06/2023	6
Description:							

WBS:	1.2.7
Work Package:	Create Human Resource Management Plan
Package Owner:	Marc Julian Sajul
Owner Organization:	Information Technology Resource Office
Participants:	Marc Julian Sajul
Description:	The document that plans on how to handle the staffs of the project including the project team and the team that will take over once the project is done.
Completion State:	Once approved by the project manager, sponsor, and adviser.
Assumptions:	Assuming that everything stays consistent all throughout the project.
Risks:	Changes may occur during the project that requires revisions.
Risk Mitigation:	Revisions must be made as soon as possible.
Budget:	RAM-IT Budget
Reference Docs:	Optimum Five - Work Breakdown Structure (WBS).docx

1608	Work package	1.2.8 Create Quality Management Plan		Ne	lew	07/07/2023	07/14/2023	6
Description:	WBS:		1	.2.8				
	Work Package:		С	reate Q	Quality Manager	nent Plan		
	Package Owner	r:	M	Лarc Zar	ımora & Jan Gab	riel Prion		
	Owner Organiz	zation:	Ir	nformat	ation Technology	Resource Office		
	Participants:		N	Лarc Zar	ımora & Jan Gab	riel Prion		
	Description:		Т	he docu	ument that assu	ures consistency a	nd quality for each	deliverables.

Completion State:	Once approved by the project manager, sponsor, and adviser.
Assumptions:	Assuming that everything stays consistent all throughout the project.
Risks:	Changes may occur during the project that requires revisions.
Risk Mitigation:	Revisions must be made as soon as possible.
Budget:	RAM-IT Budget
Reference Docs:	Optimum Five - Work Breakdown Structure (WBS).docx

	1609	Work package	1.2.9 Create Risk Management Plan	New	07/17/2023	07/24/2023	6
--	------	--------------	-----------------------------------	-----	------------	------------	---

Description:

WBS:	1.2.9
Work Package:	Create Risk Management Plan
Package Owner:	Jan Gabriel Prion
Owner Organization:	Information Technology Resource Office
Participants:	Jan Gabriel Prion
Description:	The document that contains the contingency plans that will be done when a risks occurs.
Completion State:	Once approved by the project manager, sponsor, and adviser.
Assumptions:	Assuming that everything stays consistent all throughout the project.
Risks:	Changes may occur during the project that requires revisions.
Risk Mitigation:	Revisions must be made as soon as possible.
Budget:	RAM-IT Budget
Reference Docs:	Optimum Five - Work Breakdown Structure (WBS).docx

1610	Work package	1.2.10 Create Communications Management Plan		New	07/25/2023	08/01/2023	6		
Description:	WBS:		1.2.1	0					
	Work Package:		Crea	Create Communications Management Plan					
	Package Owne	r:	Jayso	Jayson Aloya					
	Owner Organiz	ation:	Infor	mation Technolog	y Resource Office				
	Participants:		Jayson Aloya						
	Description:		The document that manages how information is delegated from proteam to stakeholders and project sponsor.						
	Completion Sta	te:	Once	approved by the	project manager,	sponsor, and adv	ser.		
	Assumptions:		Assu	ming that everythi	ng stays consister	nt all throughout	the project.		
	Risks:		Char	nges may occur du	ring the project th	at requires revisi	ons.		
	Risk Mitigation	:	Revis	sions must be mad	e as soon as poss	ible.			
	Budget:		RAM	-IT Budget					
	Reference Docs	s:	Optimum Five - Work Breakdown Structure (WBS).docx						
	1	,		1			Ī		
1611	Work package	1.2.11 Create Procurement Management Plan		New	08/02/2023	08/09/2023	6		
Description:	WBS:		1.2.1	1					
	Work Package:		Crea	te Procurement M	anagement Plan				
	Package Owne	r:	John	Christopher Lango	cauon				
	Owner Organiz	ation:	Infor	mation Technolog	y Resource Office				
	Participants:		John	Christopher Lango	cauon				
	Description:		The o	document that har	ndles the resource	s and where to ge	et them.		

	Completion Sta	te:	Onc	e approved by the	project manager	, sponsor, and adv	riser.
	Assumptions:		Assı	ıming that everyth	ing stays consiste	ent all throughout	the project.
	Risks:		Cha	nges may occur di	ıring the project t	that requires revisi	ons.
	Risk Mitigation:		Revi	sions must be ma	de as soon as pos	sible.	
	Budget:		RAM	1-IT Budget			
	Reference Docs	::	Opti	mum Five - Work	Breakdown Struct	ture (WBS).docx	
1612	Phase	1 RAM-IT: ITRO's ChatBot & Ticketing System		New	03/23/2023	05/28/2024	309
Description:	Work package ty	pe for Work Breakdown Structure					
				1	1	1	
1613	Phase	1.2 Planning		New	05/18/2023	09/01/2023	77
Description:	Work package ty	pe for Work Breakdown Structure					
1614	Work package	1.2.12 Create Implementation Plan		New	08/10/2023	08/17/2023	6
Description:	WBS:		1.2.	12			
	Work Package:		Crea	ate Implementatio	n Plan		
	Package Owner	r:	Mar	c Zamora			
	Owner Organiz	ation:	Info	rmation Technolo	gy Resource Offic	e	
	Participants:		Mar	c Zamora			
	Description:			document that co pleted.	ntains the plan to	implement the pr	oject once
	Completion Sta	te:	Onc	e approved by the	project manager	, sponsor, and adv	riser.
	Assumptions:		Assu	ıming that everyth	ning stays consiste	ent all throughout	the project.
07/01/2022	-						12

	Risks:		Ch	nang	es may occur dur	ing the project th	at requires revisio	ons.
	Risk Mitigation	:	Re	visio	ons must be made	e as soon as possi	ble.	
	Budget:		RA	M-I	T Budget			
	Reference Docs	5:	Ор	otim	um Five - Work Br	eakdown Structu	re (WBS).docx	
								_
1615	Work package	1.2.13 Create Change Management Plan			New	08/18/2023	08/25/2023	6
Description:	WBS:		1.2	2.13				
	Work Package:		Cre	eate	c Change Manage	ment Plan		
	Package Owne	r:	Ma	arc J	ulian Sajul			
	Owner Organiz	ration:	Inf	form	nation Technology	Resource Office		
	Participants:		Má	arc J	ulian Sajul			
	Description:				ocument that show nd also document			
	Completion Sta	ite:	On	nce a	approved by the p	roject manager, s	sponsor, and advi	ser.
	Assumptions:		As	sum	ning that everythir	ng stays consisten	nt all throughout t	he project.
	Risks:		Ch	nang	es may occur dur	ing the project the	at requires revisio	ons.
	Risk Mitigation	:	Re	evisio	ons must be made	e as soon as possi	ble.	
	Budget:		RA	M-I	T Budget			
	Reference Docs	s:	Ор	otim	um Five - Work Br	eakdown Structu	re (WBS).docx	
	<u> </u>						·	
1616	Work package	1.2.14 Meeting for Documents Development			New			
Description:								

WBS:	1.2.14
Work Package:	Meeting for Documents Development
Package Owner:	Jayson Aloya
Owner Organization:	Information Technology Resource Office
Participants:	Jan Gabriel Prion, Jayson Aloya, John Christopher Langcauon, Marc Julian Sajul, & Marc Zamora
Description:	The meetings done once a week to be able to quality assure each document and to assure that everyone is on the same page.
Completion State:	Once approved by the project manager, sponsor, and adviser.
Assumptions:	Assuming that everything stays consistent all throughout the project.
Risks:	Changes may occur during the project that requires revisions.
Risk Mitigation:	Revisions must be made as soon as possible.
Budget:	RAM-IT Budget
Reference Docs:	Optimum Five - Work Breakdown Structure (WBS).docx

1617	Milestone	1.2.15 Send Documents for Project Sponsor Approval		New	09/01/2023	09/01/2023	1
Description:	WBS:		1.2.1	5			
	Work Package:		Send	Documents for Pr	oject Sponsor App	roval	
	Package Owne	r:	Jayso	n Aloya			
	Owner Organiz	ation:	Infor	mation Technology	y Resource Office		
	Participants:		Jayso	n Aloya			
	Description:		All do	ocuments are sent	to Project Sponsor	r for approval.	

	Assumptions:		Assı	uming that eve	erything stays consiste	ent all throughout	the project.
	Risks:		Cha	nges may occı	ur during the project t	hat requires revisi	ons.
	Risk Mitigation:		Revi	isions must be	e made as soon as pos	sible.	
	Budget:		RAN	И-IT Budget			
	Reference Docs	5:	Opt	imum Five - W	ork Breakdown Struct	ure (WBS).docx	
1618	Phase	1.3 Execution		New	09/04/2023	04/24/2024	168
Description:							
1619	Phase	1.3.1 Analysis & Design		New	09/04/2023	09/29/2023	20
Description:	Work package to	una fau Mauli Duaalidauus Chuushuus					
	work package ty	/pe for Work Breakdown Structure					
	Work package ty	1.3.1.1 Develop Requirements Analysis		New	09/04/2023	09/06/2023	3
1620	<u> </u>	1	1.3.	<u> </u>	09/04/2023	09/06/2023	3
1620	Work package	1.3.1.1 Develop Requirements Analysis		<u> </u>	'	09/06/2023	3
1620	Work package	1.3.1.1 Develop Requirements Analysis	Dev	1.1	'	09/06/2023	3
1620 Description:	Work package WBS: Work Package:	1.3.1.1 Develop Requirements Analysis r:	Dev Jays	1.1 elop Requirem on Aloya	'		3
1620	Work package WBS: Work Package: Package Owner	1.3.1.1 Develop Requirements Analysis r:	Jays Info	1.1 relop Requirem on Aloya ormation Techr	nents Analysis nology Resource Office Jayson Aloya, John Chi	e	
1620	Work package WBS: Work Package: Package Owner Owner Organiz	1.3.1.1 Develop Requirements Analysis r:	Jays Info Jan Saju	1.1 relop Requirem on Aloya rmation Techr Gabriel Prion, Il, & Marc Zam	nents Analysis nology Resource Office Jayson Aloya, John Chi	e ristopher Langcau	on, Marc Julian
1620	Work package WBS: Work Package: Package Owner Owner Organiz Participants:	1.3.1.1 Develop Requirements Analysis r: zation:	Jays Info Jan Saju Dev	elop Requirem on Aloya ormation Techr Gabriel Prion, Il, & Marc Zam	nents Analysis nology Resource Office Jayson Aloya, John Chi	e ristopher Langcau at is required for th	on, Marc Julian ne project.

Once approved by the project sponsor.

Completion State:

	Risks: Changes may occur during the project that requires revis							ons.		
	Risk Mitigation	1:		Revisi	ons must be mad	de as soon as poss	sible.			
	Budget:			RAM-	IT Budget					
	Reference Doc	s:	Optimum Five - Work Breakdown Structure (WBS).docx							
				!						
1621	Work package	1.3.1.2 Develop System Analysis			New	09/07/2023	09/11/2023	3		
Description:	WBS:			1.3.1.	2					
	Work Package	:		Devel	op System Analy:	sis				
	Package Owne	er:		Jaysor	n Aloya					
	Owner Organi	zation:		Information Technology Resource Office						
	Participants:			Jan Gabriel Prion, Jayson Aloya, John Christopher Langcauon, Marc Julian Sajul, & Marc Zamora						
	Description:			Developing the tables and diagrams on how the system will work.						
	Completion Sta	ate:		Once	approved by the	project manager,	sponsor, and advi	ser.		
	Assumptions:			Assun	ning that everyth	ing stays consiste	nt all throughout t	the project.		
	Risks:			Chang	ges may occur du	ıring the project th	nat requires revisio	ons.		
	Risk Mitigation	1:		Revisi	ons must be mad	de as soon as poss	sible.			
	Budget:			RAM-	IT Budget					
	Reference Doc	s:		Optim	num Five - Work E	Breakdown Structu	ure (WBS).docx			
1622	Made a - li-	1 2 1 2 Crosses Gurtana Daniana		<u> </u>	New	00/42/2022	100/12/2022			
1622 Description:	Work package	1.3.1.3 Create System Design			New	09/12/2023	09/13/2023	2		

07/01/2023 17

WBS:	1.3.1.3
Work Package:	Create System Design
Package Owner:	Marc Julian Sajul
Owner Organization:	Information Technology Resource Office
Participants:	Jayson Aloya, Marc Julian Sajul, & Marc Zamora
Description:	Creating a solid design for the system.
Completion State:	Once approved by the project manager, sponsor, and adviser.
Assumptions:	Assuming that everything stays consistent all throughout the project.
Risks:	Changes may occur during the project that requires revisions.
Risk Mitigation:	Revisions must be made as soon as possible.
Budget:	RAM-IT Budget
Reference Docs:	Optimum Five - Work Breakdown Structure (WBS).docx

1623	Work package	1.3.1.4 Create System Wireframe		New 09/14/2023 09/20/2023 5						
Description:	WBS:			1.3.1.4						
	Work Package: Create System Wireframe									
	Package Owner	r:		Jayso	n Aloya					
	Owner Organiz	zation:		Information Technology Resource Office						
	Participants:			Jayso	n Aloya, Marc Julia	n Sajul, & Marc Z	amora			
	Description: Creating a wireframe on how the system will look like.									
	Completion Sta	ate:		Once	approved by the բ	oroject manager,	sponsor, and adv	iser.		

	Assumptions:			Assur	ming that everythi	ng stays consister	nt all throughout t	he project.	
	Risks:			Chan	ges may occur dui	ring the project th	at requires revisio	ons.	
	Risk Mitigation:			Revis	ions must be mad	e as soon as poss	ible.		
	Budget:			RAM-	-IT Budget				
	Reference Docs	:		Optin	num Five - Work B	reakdown Structu	ire (WBS).docx		
1624	Milestone	1.3.1.5 Create System Mock-up			New	09/29/2023	09/29/2023	1	
Description:	WBS: 1.3.1.5								
	Work Package:			Creat	te System Mock-Սր)			
	Package Owner	:		Marc Julian Sajul					
	Owner Organiz	ation:		Information Technology Resource Office					
	Participants:			Marc Julian Sajul					
	Description:			Visua	llizing the wirefran	ne.			
	Completion Sta	te:		Once	approved by the p	oroject manager, s	sponsor, and advi	ser.	
	Assumptions:			Assur	ming that everythi	ng stays consister	nt all throughout t	he project.	
	Risks:			Chan	ges may occur dui	ring the project th	at requires revisio	ons.	
	Risk Mitigation:			Revis	ions must be mad	e as soon as poss	ible.		
	Budget:			RAM-	-IT Budget				
	Reference Docs	:		Optin	num Five - Work B	reakdown Structu	ıre (WBS).docx		
			I						
1625	Phase	1.3.2 Development			New	10/02/2023	03/22/2024	125	
Description:									

1626	Feature	1.3.2.1 Develop Log-In Feature	New 10/02/2023 10/05/2023 4
Description:	WBS:		1.3.2.1
	Work Packag	2:	Develop Log-In Feature
	Package Owr	er:	Marc Zamora
	Owner Organ	ization:	Information Technology Resource Office
	Participants:		Marc Zamora
	Description:		Developing the feature to be able to log-in and connecting it to the database for accounts.
	Completion S	tate:	Once tested and completely coded into the prototype.
	Assumptions		Assuming that everything stays consistent all throughout the project
	Risks:		Changes may occur during the project that requires revisions.
	Risk Mitigatio	n:	Revisions must be made as soon as possible.
	Budget:		RAM-IT Budget
	Reference Do	CS:	Optimum Five - Work Breakdown Structure (WBS).docx
	1		
1627	Milestone	1.3.2.2 Develop Chat Bot Feature	New 11/01/2023 11/01/2023 1
Description:	WBS:		1.3.2.2
	Work Packag	e:	Develop Chat Bot Feature
	Package Owr	er:	Marc Zamora
	Owner Organ	ization:	Information Technology Resource Office
	Participants:		Marc Zamora

07/01/2023 20

Description:	Developing the features for the chat bot and its responses.
Completion State:	Once tested and completely coded into the prototype.
Assumptions:	Assuming that everything stays consistent all throughout the project.
Risks:	Changes may occur during the project that requires revisions.
Risk Mitigation:	Revisions must be made as soon as possible.
Budget:	RAM-IT Budget
Reference Docs:	Optimum Five - Work Breakdown Structure (WBS).docx

1628	Milestone	1.3.2.3 Develop Ticketing Feature		New 11/28/2023 11/28/2023 1						
Description:	WBS:		1.3.	1.3.2.3						
	Work Package:		Dev	Develop Ticketing Feature						
	Package Owne	r:	Mar	c Zamora						
	Owner Organiz	zation:	Info	rmation Technolog	gy Resource Office					
	Participants:		Mar	c Zamora						
	Description:		Dev	Developing the system for the ticketing feature.						
	Completion Sta	ate:	Ond	Once tested and completely coded into the prototype.						
	Assumptions:		Ass	uming that everyth	ing stays consister	nt all throughout tl	ne project.			
	Risks:		Cha	nges may occur du	ring the project th	nat requires revisio	ns.			
	Risk Mitigation	:	Rev	Revisions must be made as soon as possible.						
	Budget:		RAN	RAM-IT Budget						
	Reference Doc	s:	Opt	imum Five - Work E	Breakdown Structu	ıre (WBS).docx				

1629	Feature	1.3.2.4 Develop Notification Feature		New	11/29/2023	12/04/2023	4	
Description:	WBS:		1.5	1.3.2.4				
				evelop Notificatio	n Feature			
				arc Zamora				
	Owner Organization:			formation Techn	ology Resource Offic	e		
	Participants:			arc Zamora				
	Description:			eveloping the not	ifications feature.			
	Completion State:			nce tested and co	mpletely coded into	the prototype.		
	Assumptions:			Assuming that everything stays consistent all throughout the project.				
	Risks:			Changes may occur during the project that requires revisions.				
	Risk Mitigation:			Revisions must be made as soon as possible.				
	Budget: Reference Docs:			RAM-IT Budget Optimum Five - Work Breakdown Structure (WBS).docx				
					•			
1630	Feature	1.3.2.5 Develop Data Report Feature		New	12/05/2023	12/06/2023	2	
Description:	WBS:		1.3	1.3.2.5				
	Work Package:		De	Develop Data Report Feature				
	Package Owner:		Ма	Marc Zamora				
	Owner Organ	nization:	Int	Information Technology Resource Office				
	Participants:		Ma	arc Zamora				

Description:	Developing a feature that analyzes raw data into useful information used in reports.
Completion State:	Once tested and completely coded into the prototype.
Assumptions:	Assuming that everything stays consistent all throughout the project.
Risks:	Changes may occur during the project that requires revisions.
Risk Mitigation:	Revisions must be made as soon as possible.
Budget:	RAM-IT Budget
Reference Docs:	Optimum Five - Work Breakdown Structure (WBS).docx

1631	Feature	1.3.2.6 Develop Filter Feature		New 12/07/2023 12/11/2023 3						
Description:	WBS:		1.3.2	1.3.2.6						
	Work Packag	Work Package:			Develop Filter Feature					
	Package Owner:			c Zamora						
	Owner Organ	Owner Organization:			gy Resource Office	2				
	Participants:			Marc Zamora						
	Description:	Description:			Developing a search feature.					
	Completion S	Completion State:			Once tested and completely coded into the prototype.					
	Assumptions	5:	Assu	Assuming that everything stays consistent all throughout the project.						
	Risks:	Risks:		Changes may occur during the project that requires revisions.						
	Risk Mitigatio	Risk Mitigation:			Revisions must be made as soon as possible.					
	Budget:	Budget:			RAM-IT Budget					

	Reference D	ocs:	Optimum Five - V	Optimum Five - Work Breakdown Structure (WBS).docx					
1632	Phase	1 RAM-IT: ITRO's ChatBot & Ticketing System	New	03/23/2023	05/28/2024	309			
Description:		,	•		•	•			
1633	Phase	1.3 Execution	New	09/04/2023	04/24/2024	168			
Description:									
1634	Phase	1.3.2 Development	New	10/02/2023	03/22/2024	125			
Description:									
1635	Feature	1.3.2.7 Develop Ticket History Feature	New	12/12/2023	12/18/2023	5			
Description:	WBS:		1.3.2.7	1.3.2.7					
	Work Packa	ge:	Develop Ticket H	Develop Ticket History Feature					
	Package Ow	ner:	Marc Zamora	Marc Zamora					
	Owner Orga	nnization:	Information Tech	Information Technology Resource Office Marc Zamora Developing an archive for ticket history.					
	Participants	:	Marc Zamora						
	Description:		Developing an a						
	Completion	State:	Once tested and	Once tested and completely coded into the prototype.					
	Assumption	s:	Assuming that e	verything stays consist	ent all throughout	the project.			
	Risks:		Changes may oc	cur during the project t	hat requires revis	ions.			
	Risk Mitigati	ion:	Revisions must b	e made as soon as pos	sible.				
	Budget:		RAM-IT Budget						
	Reference D	ocs:	Optimum Five - V	Optimum Five - Work Breakdown Structure (WBS).docx					

1636	Feature	1.3.2.8 Develop Chat Feature		New	12/19/2023	12/27/2023	7		
Description:	WBS:		1.3.	1.3.2.8					
	Work Package:		Dev	velop Chat Feature					
	Package Owne	r:	Ma	rc Zamora					
	Owner Organization:			ormation Technolog	y Resource Office				
	Participants:	Participants:							
	Description: Completion State: Assumptions: Risks: Risk Mitigation:			veloping a chat syst	em for the custom	ner and service pr	ovider to		
				ce tested and comp	letely coded into t	he prototype.			
				Assuming that everything stays consistent all throughout the project.					
				Changes may occur during the project that requires revisions.					
				Revisions must be made as soon as possible.					
	Budget:	Budget: Reference Docs:			RAM-IT Budget Optimum Five - Work Breakdown Structure (WBS).docx				
	Reference Doc								
						_			
1637	Milestone	1.3.2.9 Implement UI		New	03/22/2024	03/22/2024	1		
Description:	WBS:		1.3.	1.3.2.9					
	Work Package:		Imp	Implement UI					
	Package Owner:			Marc Julian Sajul					
	Owner Organization:			Information Technology Resource Office					
	Participants:		Mai	rc Julian Sajul					
	Description:		Imp	olementing visual a	nd user friendly U	I.			

	Completion Sta	oletion State:		Once UI is implemented in the prototype along with approval of ITRO.					
	Assumptions:		Assuming that everything stays consistent all throughout the project.						
	Risks:		Chan	Changes may occur during the project that requires revisions.					
	Risk Mitigation:		Revis	ions must be made	e as soon as possil	ble.			
	Budget:		RAM-	IT Budget					
	Reference Docs	:	Optin	num Five - Work B	reakdown Structui	re (WBS).docx			
1638	Phase	1.3.3 Testing & Training		New	03/25/2024	04/24/2024	23		
Description:									
1639	Work package	1.3.3.1 Install System		New	03/25/2024	03/26/2024	2		
Description:	WBS:		1.3.3.1						
	Work Package:		Install System						
	Package Owner	:	Marc Zamora						
	Owner Organiz	ation:	Infor	mation Technology	Resource Office				
	Participants:			abriel Prion, Jayso & Marc Zamora	n Aloya, John Chris	stopher Langcauor	n, Marc Julian		
	Description:		Insta	lling the system to	the ITRO.				
	Completion Sta	te:	Once	the system is wor	king in the ITRO's	network.			
	Assumptions:		Assuming that everything stays consistent all throughout the project.						
	Risks:		Techr	nical problems ma	y occur.				
	Risk Mitigation:		Trouk	oleshoot as fast as	possible.				

	Budget:			RAM-IT Budget						
	Reference Docs	s:		Optir	num Five - Work B	Breakdown Structu	ıre (WBS).docx			
1640	Work package	1.3.3.2 Perform Test Cases			New	03/27/2024	04/15/2024	14		
Description:	WBS:			1.3.3.			1	!		
	Work Package:			Perform Test Cases						
	Package Owne	r:		Marc	Julian Sajul					
	Owner Organiz	zation:		Infor	mation Technolog	y Resource Office				
	Participants:			Marc	Julian Sajul					
					Testing the system.					
					Once approved by the project manager, sponsor, and adviser.					
	Assumptions:			Assuming that everything stays consistent all throughout the project.						
	Risks:			Changes may occur during the project that requires revisions.						
	Risk Mitigation	:		Revisions must be made as soon as possible.						
	Budget:			RAM-	IT Budget					
	Reference Doc	s:		Optimum Five - Work Breakdown Structure (WBS).docx						
								i		
1641	Milestone	1.3.3.3 Training the ITRO			New	04/24/2024	04/24/2024	1		
Description:	WBS:			1.3.3.3						
	Work Package:				Training the ITRO					
	Package Owne	r:		Marc Zamora						

	Participants:			Jan Gabriel Prion, Jayson Aloya, John Christopher Langcauon, Marc Julian Sajul, & Marc Zamora				
	Description:			The document that contains the budget and costs that will be used for the project.				
	Completion Sta	te:	О	Once approved by the project manager, sponsor, and adviser.				
	Assumptions:		А	Assuming that everything stays consistent all throughout the project.				
	Risks:		С	Changes may occur during the project that requires revisions.				
	Risk Mitigation:		R	Revisi	ions must be mad	e as soon as possil	ole.	
	Budget:		R	RAM-I	IT Budget			
	Reference Docs:			Optim	num Five - Work B	reakdown Structur	re (WBS).docx	
								_
1642	Phase	1.4 Monitoring & Control			New			
Description:								
1643	Work package	1.4.1 Gather Feedback Data			New			
Description:	WBS:		1.	1.4.1				
	Work Package:		G	Gathe	er Feedback Data			
	Package Owner	r:	Ja	aysor	n Aloya			
	Owner Organiz	ation:	Ir	nforn	mation Technology	y Resource Office		
	Participants:			Jan Gabriel Prion, Jayson Aloya, John Christopher Langcauon, Marc Julian Sajul, & Marc Zamora				
	Description:		G	Gathering feedback data to improve the system.				
	Completion Sta	te:	0	Once	execution phase i	s finished.		
07/01/2023								28

Owner Organization:

Information Technology Resource Office

	Assumptions: Assuming that everything stays consistent all throughout the project						ne project.		
	Risks:			Chan	ges may occur dur	ring the project the	at requires revision	ns.	
	Risk Mitigation:	:		Revisions must be made as soon as possible.					
	Budget:			RAM-	IT Budget				
	Reference Docs	5:		Optin	num Five - Work B	reakdown Structu	re (WBS).docx		
				•				_	
1644	Work package	1.4.2 Risk Manage			New				
Description:	WBS:			1.4.2					
				Risk Manage					
				Jayson Aloya					
	Owner Organiz	ation:		Information Technology Resource Office					
	Participants:			Jan Gabriel Prion, Jayson Aloya, John Christopher Langcauon, Marc Julian Sajul, & Marc Zamora					
	Description:			Manage risks that occurs.					
	Completion Sta	te:		Once	execution phase i	s finished.			
	Assumptions:			Assuming that everything stays consistent all throughout the project.					
	Risks:			Changes may occur during the project that requires revisions.					
	Risk Mitigation:	:		Revisions must be made as soon as possible.					
	Budget:	Budget:			RAM-IT Budget				
	Reference Docs:			Optimum Five - Work Breakdown Structure (WBS).docx					
				•					

1645	Work package	1.4.3 Monitor if Project Deliverables are complying to Project Documents	İ	New					
Description:	WBS:		1.4.3						
	Work Package:		Moni	itor if Project Deliv	erables are compl	ying to Project Doc	uments		
	Package Owne	r:	Marc	Marc Julian Sajul					
	Owner Organiz	ation:	Infor	mation Technolog	y Resource Office				
	Participants:			Jan Gabriel Prion, Jayson Aloya, John Christopher Langcauon, Marc Julian Sajul, & Marc Zamora					
	Description:	Description:			deliverables and c	quality assuring the	em		
	Completion State:			e execution phase i	is finished.				
	Assumptions:			Assuming that everything stays consistent all throughout the project.					
	Risks:			Changes may occur during the project that requires revisions.					
	Risk Mitigation:			sions must be mad	e as soon as possi	ible.			
	Budget:	Budget:			RAM-IT Budget				
	Reference Docs	5:	Optir	Optimum Five - Work Breakdown Structure (WBS).docx					
1646	Work package	1.4.4 Weekly Status Report		New	<u> </u>				
Description:	WBS:	1.4.4 Weekly Status Report	1.4.4			<u> </u>			
	Work Package:			Weekly Status Report					
	Package Owne				Jayson Aloya				
	Owner Organization:			Information Technology Resource Office					
	Participants:			Jan Gabriel Prion, Jayson Aloya, John Christopher Langcauon, Marc Julian Sajul, & Marc Zamora					

A weekly meeting that reports the status of the project to the Project Sponsor and Stakeholders.
Once execution phase is finished.
Assuming that everything stays consistent all throughout the project.
Changes may occur during the project that requires revisions.
Revisions must be made as soon as possible.
RAM-IT Budget
Optimum Five - Work Breakdown Structure (WBS).docx

1647	Phase	1.5 Completion/Closeout		New	04/25/2024	05/28/2024	24			
Description:										
1648	Milestone	1.5.1 Transferring roles to ITRO		New	05/01/2024	05/01/2024	1			
Description:	WBS:	WBS:			1.5.1					
	Work Package	2:	Trar	nsferring roles	to ITRO					
	Package Owner:				Jayson Aloya					
	Owner Organization:			Information Technology Resource Office						
	Participants:			Jan Gabriel Prion, Jayson Aloya, John Christopher Langcauon, Marc Julian Sajul, & Marc Zamora						
	Description:	Description:			Officially passing over the system to the ITRO.					
	Completion St	Completion State:			Once roles are transferred.					
	Assumptions:	Assumptions:			Assuming that everything stays consistent all throughout the project.					
	Risks:	Risks:			People may not be available.					

	Risk Mitigation	:	Res	chedule activity.					
	Budget:		RAN	M-IT Budget					
	Reference Docs	5:	Opt	Optimum Five - Work Breakdown Structure (WBS).docx					
1649	Milestone	1.5.2 Transferring deliverables to ITRO		New	05/08/2024	05/08/2024	1		
Description:	WBS:		1.5.	2					
	Work Package:		Tra	nsferring deliverab	les to ITRO				
	Package Owne	r:	Jays	son Aloya					
	Owner Organiz	ation:	Info	ormation Technolog	gy Resource Office	!			
	Participants:			Jan Gabriel Prion, Jayson Aloya, John Christopher Langcauon, Marc Julian Sajul, & Marc Zamora					
	Description:		Pas	Passing over the deliverables of the project to the ITRO.					
	Completion Sta	ite:	One	Once deliverables are transferred.					
	Assumptions:		Ass	Assuming that everything stays consistent all throughout the project.					
	Risks:		Tec	Technical difficulties					
	Risk Mitigation	:	Tro	ubleshooting					
	Budget:		RAI	M-IT Budget					
	Reference Docs	Reference Docs:			Optimum Five - Work Breakdown Structure (WBS).docx				
					<u> </u>	_			
1650	Work package	1.5.3 Archiving Documents		New	05/09/2024	05/13/2024	3		
Description:	WBS:	WBS:			1.5.3				
	_								

Work Package:	Archiving Documents
Package Owner:	John Christopher Langcauon
Owner Organization:	Information Technology Resource Office
Participants:	Jayson Aloya & John Christopher Langcauon
Description:	Archiving the documents for further references and projects.
Completion State:	Once approved by the project manager, sponsor, and adviser.
Assumptions:	Assuming that everything stays consistent all throughout the project.
Risks:	Changes may occur during the project that requires revisions.
Risk Mitigation:	Revisions must be made as soon as possible.
Budget:	RAM-IT Budget
Reference Docs:	Optimum Five - Work Breakdown Structure (WBS).docx

1651	Work package 1.5.4 Final Meeting		New	05/14/2024	05/14/2024	1		
Description:	WBS:	1.5.4	1.5.4					
	Work Package:	Fina	Final Meeting					
	Package Owner:	Jayso	Jayson Aloya					
	Owner Organization:	Info	Information Technology Resource Office					
	Participants:	I	Jan Gabriel Prion, Jayson Aloya, John Christopher Langcauon, Marc Julian Sajul, & Marc Zamora					
	Description:	The	The final meeting for everyone involved in the project.					
	Completion State:	Onc	Once meeting is done.					
	Assumptions:	Assu	Assuming that everything stays consistent all throughout the project.					

	Risks:	s:			People may not be available at scheduled date.					
	Risk Mitigation	:	Reso	Rescheduling at available time.						
	Budget:		RAM	RAM-IT Budget						
	Reference Doc	5:	Opti	imum Five - Wo	rk Breakdown Struct	cure (WBS).docx				
1652	Phase	1 RAM-IT: ITRO's ChatBot & Ticketing System		New	03/23/2023	05/28/2024	309			
Description:										
1653	Phase	1.5 Completion/Closeout		New	04/25/2024	05/28/2024	24			
Description:										
1654	Work package	1.5.5 Confirmation of User Acceptance		New	05/15/2024	05/21/2024	5			
Description:	WBS:		1.5.	5						
	Work Package:		Con	Confirmation of User Acceptance						
	Package Owne	r:	Jays	on Aloya						
	Owner Organiz	ration:	Info	rmation Techno	ology Resource Office	e				
	Participants:			Gabriel Prion, Ja l, & Marc Zamo	yson Aloya, John Ch ra	ristopher Langcau	on, Marc Julian			
	Description:		Assı	uring that every	stakeholder needs a	are met.				
	Completion Sta	ite:	Onc	Once approved by the project manager, sponsor, and adviser.						
	Assumptions:		Assı	uming that ever	ything stays consiste	ent all throughout	the project.			
	Risks:		Cha	nges may occui	during the project t	hat requires revisi	ons.			
	Risk Mitigation	:	Revi	sions must be r	nade as soon as pos	sible.	_			
	L									

. 07/01/2023

	Budget:			RAM-IT Budget						
	Reference Docs	X		Optimum Five - Work Breakdown Structure (WBS).docx						
1655	Work package	1.5.6 Confirmation of Project Completion			New	05/22/2024	05/28/2024	5		
Description:	WBS:			1.5.6						
	Work Package:			Confi	rmation of Projec	t Completion				
	Package Owner:				n Aloya					
	Owner Organization:			Information Technology Resource Office						
	Participants:			Jan Gabriel Prion, Jayson Aloya, John Christopher Langcauon, Marc Julian Sajul, & Marc Zamora						
	Description:			The official conclusion of the project.						
	Completion Sta	te:		Once approved by the project manager, sponsor, and adviser.						
	Assumptions:			Assuming that everything stays consistent all throughout the project.						
	Risks:			Changes may occur during the project that requires revisions.						
	Risk Mitigation:			Revisi	ions must be mad	de as soon as pos	sible.			
	Budget:	Budget:			RAM-IT Budget					
	Reference Docs	::		Optin	mum Five - Work E	Breakdown Struct	ure (WBS).docx	VBS).docx		
			•							