WBS:	1.1.1
Work Package:	Creating Project Team
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Jhon Iberson Marinas
Description:	Gathering of team members and assigning each role and responsibilities for the project.
Completion State:	All roles and responsibilities of each team member have been accepted and agreed upon on.
Assumptions:	The roles of each team member have been assigned and they understand each responsibility.
Risks:	Conflict of assigning roles for each member.
Risk Mitigation:	Team meeting for roles assigning that all team members will agree on.
Budget:	N/A
Reference Docs:	N/A

WBS:	1.1.2
Work Package:	Brainstorming
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Corneliani Jon Melo, Nathan Sinaguinan, Jamir Sia, Jhon Iberson Marinas
• Description:	Discuss every problem that can be solved inside the Asia Pacific College. Create a brainstorming activity for the team members to share their desired project and the problem that they want to address
Completion State:	The project team gathered everyone's ideas and desired project and the project team has a draft of the project, to be put in the draft project proposal
Assumptions:	• Brainstorming will be successful, and the project team will have their desired project. • The project team's teamwork will be improved. • Project team will agree on a solution targeted on the APC Cafeteria
Risks:	• Internet connection is lost. • One or more team members are not present. • Project team can't agree on their desired project.

Risk Mitigation:	- Ensure internet connection is stable. - Schedule project team brainstorming according to everyone's free time. - Discuss advantages of desired project for the team
Budget:	None
Reference Docs:	Cloud Cafeteria Project Proposal (1).docx

WBS:	1.1.3
Work Package:	Search for Client
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Jhon Iberson Marinas, Jamir Sia, Corneliani Melo, Nathan Sinaguinan, Isiah Jade Tutor
Description:	Project team, led by the project manager, Corneliani Jon Melo will search for a client that oversees the APC Cafeteria. Determine Stakeholders and Approval from desired project client/sponsor.
Completion State:	Project Client/Sponsor approved the idea of the project team, and they can now start the draft of the proposal
Assumptions:	- Project Client, Ms. Bernadette Sison, will allow access for the sales of the food concessionaires. - Project team will be able to contact or connect with Ms. Bernadette when we need her opinion or comments on the project team's updates
Risks:	- Project Client refusal of the project - Project Client is not available. - Project Client has little to no time to spend for the project team.
Risk Mitigation:	- Project team will improve on the project idea. - Project team will set a meeting where all the participants are available.
Budget:	None
Reference Docs:	

WBS:	1.1.4
Work Package:	Draft of Proposal
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist

Participants:	Jhon Iberson Marinas, Jamir Sia, Corneliani Melo, Nathan Sinaguinan, Isiah Jade Tutor
Description:	The project team will start making the draft of the Project Proposal. The project team will now identify the problem, the solution, the background of the study and the beneficiaries of the project.
Completion State:	The project team completed the draft of the project proposal. The project team will revise it according to the changes suggested by the course instructoin for SNTSDEV
Assumptions:	• Project team will be revising the project proposal repeatedly. • Project instructor will regularly check the progress on the project proposal
Risks:	• Project proposal content is not accurate. • Content does not justify the problem. • Solution does not fit the problem
Risk Mitigation:	• Ensure that the content is accurate by sourcing from credible resources. • Ensure that the content justifies the problem by finding more sources for basis. • Ensure that the solution addresses the problem
Budget:	None
Reference Docs:	https://asiapacificcollege-my.sharepoint.com/:w:/g/personal/cgmelo_student_apc_edu_ph/Ecqg3CBOfRtLkIdYCbHYBqEBoFEcyCWdFOjJ2KZr92z9lQ?e=6TEYpb

WBS:	1.1.5
Work Package:	Deliverable: Project Proposal
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Jhon Iberson Marinas
Description:	The team created a draft for the Project Concept, Statement of the Problem, and Objectives addressing the Rams Cafeteria for approval to the course instructor.
Completion State:	The project proposal has been approved and they can move forward with the project.
Assumptions:	The team finalizes the objective and statement of the problem and can move forward to the proposed solutions and chapter III.
Risks:	Possibility of the project proposal being rejected.
Risk Mitigation:	Justifying the problems that the project tries to solve and making the objective following the SMART criteria to prevent complication when proceeding to the project.
Budget:	N/A
Reference Docs:	https://asiapacificcollege-my.sharepoint.com/:w:/g/personal/cgmelo_student_apc_edu_ph/Ecxu128UkKhBjfISofYIZdQBMwh3z6DXVWBPxDHTsMxvAA?e=BQWzSC

WBS:	1.1.6
Work Package:	Approval of Project Draft
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Jhon Iberson Marinas
Description:	The project team will now present the project proposal and the course instructor will oversee approving the project as well as the project client.
Completion State:	The project team's project proposal has been approved and changes will be done according to the comments
Assumptions:	- Project team will revise the document according to the constructive criticism. - Project team is now approved to push through with the project
Risks:	- Project proposal has been denied. - Project proposal is not accepted yet
Risk Mitigation:	- Ensure the quality of the project proposal and the presentation to increase chances of the project being accepted. - Be ready for a Re-defense in case the panel decided that the project proposal can't be accepted yet
Budget:	N/A
Reference Docs:	N/A

WBS:	1.1.7
Work Package:	Revision of Project Proposal
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Jhon Iberson Marinas
Description:	Revising the content of the project proposal based on the comments and feedback of the panelist in the presentation.
Completion State:	The content of the project proposal has been revised and is prepared for proceeding to the next chapter of the paper.
Assumptions:	The project proposal followed the required deliverables and has been approved based on the revision of the panelist.
Risks:	The panelist has not agreed to the revised version of the paper and asks for another revision.

Risk Mitigation:	The team focuses on the feedback and comments of the panelist for revising the project proposal.
Budget:	N/A
Reference Docs:	N/A

WBS:	1.1.8
Work Package:	Project Adviser Request
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Jhon Iberson Marinas
Description:	The project team led by the project manager will search for an adviser for the project and send a project adviser request form. Chosen adviser should be knowledgeable regarding the project concept.
Completion State:	The project adviser request form has been approved and the project team can now consult with the chosen adviser for guidance
Assumptions:	• Project team can now consult with the project adviser. • Project adviser guides the project team to align project goals
Risks:	• Project adviser refuses
Risk Mitigation:	• Ensure the request is polite and ensure the presentation is concise but complete
Budget:	N/A
Reference Docs:	https://asiapacificcollege-my.sharepoint.com/:w:/g/personal/cgmelo_student_apc_edu_ph/EXh9P671EohCt5Z5VVZkHF0B7Qi0IKtbf3SnRGtp6dF3-g?e=7ebKGF

WBS:	1.1.9
Work Package:	Final Presentation
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Jhon Iberson Marinas
Description:	Presenting the final document of the project and showing the pitch video and high-fidelity prototype of the project Rams E-Caf
Completion State:	Project has been approved with revisions.
Assumptions:	Project has been approved.
Risks:	The team needs to undergo re-defense and revise the project.

Risk Mitigation:	The team followed the deliverables on hand and on time and prepared for the project presentation.
Budget:	N/A
Reference Docs:	Coderist Final Paper After Presentation (2).docx

WBS:	1.1.10
Work Package:	Milestone: Project Proposal Approval
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Jhon Iberson Marinas
Description:	The project proposal approval is the milestone for the SNTSDEV course
Completion State:	Project team can now proceed to designing the solution, Rams E-Caf.
Assumptions:	- Project can now start designing diagrams for the solution. - Project team can now proceed to get to know the stakeholders through designing
Risks:	Project team will undergo Re-Defense
Risk Mitigation:	- Ensure that the project presentation is very concise but complete. - Make sure that the project team knows the project very well to explain better
Budget:	N/A
Reference Docs:	

WBS:	1.2.1
Work Package:	Design Thinking Stage Empathize
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Adrian Bandong`
Description:	The project team conducts an interview with the food concessionaires and the customers to pinpoint the problem
Completion State:	The project team are successful in determining the problem of the APC Cafeteria
Assumptions:	- The project team will be able to do the empathy map. - The project team will also be able to start the swot analysis. - The project team can now relate the problem to the stakeholders
Risks:	The stakeholders refused the interview.

	• The stakeholders avoided giving complete information. • The stakeholders do not have time for the interview
Risk Mitigation:	• Project team will approach the stakeholders in a respectful and friendly manner. • The project team will construct the questions carefully to obtain information. • The project team will notify the stakeholders ahead of time and set a date and time where the everyone is available
Budget:	N/A
Reference Docs:	https://asiapacificcollege.sharepoint.com/:f:/s/SY2022-20231stTermSSYADD1SS201SF201/Ep5GOOcsEEhBv7vKRbk4OtMBsu7oDaVXMZ9EKOJI1uPN9w?e=4KTxup

WBS:	1.2.2
Work Package:	Design Thinking Stage Define
Package Owner:	Corneliani Jon Melo
Owner Organizatio n:	Coderist
Participant s:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Adrian Bandong
Description :	The project team will now start with creating and finalizing the empathy map, swot analysis, and documentation.
Completion State:	The project has finished the empathy map, swot analysis, and the documentation.
Assumptio ns:	• The project team can now start with thinking about what the project solution should be and how significant it is to the problem addressed
Risks:	• The project team did not write the mentioned document accurately. • The stakeholders are concerned with the information that they said
Risk Mitigation:	• The project team will base their information on the recording of each stakeholder's interview to keep the information accurate. • The project team will ensure that the information that they shared will only be used by us and will be presented in our course
Budget:	N/A
Reference Docs:	https://asiapacificcollege.sharepoint.com/:f:/s/SY2022-20231stTermSSYADD1SS201SF201/ErEbZJs7HEdPpUHAq5apU_IB3fOIbT2PCejUdZdyMqloqQ?e=OnR5U9

WBS:	1.2.3
Work Package:	Design Thinking Stage Ideate
Package Owner:	Corneliani Jon Melo
Owner Organizatio n:	Coderist

Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Adrian Bandong`
Description:	The Project Team will now think of the solution that will address the problem in the define and empathize stage
Completion State:	The project team now has a solution where the project will revolve around
Assumptions:	• The project will now start designing the prototype. • Prepare to present the proposed solution
Risks:	• The project team's solution is not feasible. • The solution does not address the problem. • The time given to complete the solution is not enough
Risk Mitigation:	• The project team will think of a solution that is feasible and deny the solutions that are not feasible. • The project team will tailor the solution to address the problem and consult with the project adviser for suggestions and comments. • The project team will consider the time given and resources in thinking of the solution.
Budget:	N/A
Reference Docs:	https://asiapacificcollege.sharepoint.com/:f:/s/SY2022-20231stTermSSYADD1SS201SF201/Evi8AEgAWodPofBA0FdSE_QBsr4PZsgR9DwdaQp2IK2aKw?e=sttArA

WBS:	1.2.4
Work Package:	Design Thinking Stage Prototype
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Adrian Bandong`
Description:	Create a working high-fidelity prototype in the form of wireframes.
Completion State:	The prototype is now available for the project team to present
Assumptions:	• The project team will now be able to meet with the project client/sponsor and present the wireframes. • The project team meets with the project adviser to gather suggestions, comments, and constructive criticism
Risks:	• The wireframes are too vague. • The wireframes do not work properly
Risk Mitigation:	• The project team will be clear but concise with every detail in the working wireframes. • Ensure that all pages are working and there are no dead pages
Budget:	N/A
Reference Docs:	https://asiapacificcollege.sharepoint.com/:f:/s/SY2022-20231stTermSSYADD1SS201SF201/Eo-tQi8sYrRCuDSuMDAbHTYBmfijfgxI2_c78QBxDbeTtg?e=9mA74C

WBS:	1.2.5

Work Package:	Design Thinking Stage Test
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Adrian Bandong`
Description:	Meet with project adviser, project sponsor, and stakeholders to gather comments, suggestions, and constructive criticism.
Completion State:	The project sponsor, the stakeholders, and the project adviser approved of the design and functions with some comments and suggestions
Assumptions:	• The project team now proceed to design the system's functions
Risks:	• The testing is not approved by the stakeholders. • The wireframes had many errors during the presentation and testing.
Risk Mitigation:	• The project team will ensure the quality of the presentation and the wireframes for the project sponsor and adviser to approve. • Ensure that the wireframes are void of any errors as much as possible. • Ensure that problems encountered can be worked on fast and on the spot
Budget:	N/A
Reference Docs:	https://asiapacificcollege.sharepoint.com/:f:/s/SY2022-20231stTermSSYADD1SS201SF201/ElLRwpuUh-9MpoCXp4JY5dUB-UWXYPjvmE_ivisrb0-9HA?e=xjqqPW

WBS:	1.2.6
Work Package:	Draft of Data Flow Diagram (DFD)
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Adrian Bandong`
Description:	Create a Data Flow Diagram for the solution that is Cafeteria Management System named Rams E-Caf
Completion State:	DFD is completed and can now be reviewed by the course instructor and the project adviser
Assumptions:	• The DFD is approved with comments and revisions. • All functions are complete
Risks:	• DFD is not accurate. • DFD does not match the prototype. • DFD is too complicated. • DFD has too many functions
Risk Mitigation:	• The project team will identify each process to avoid inaccuracy.

	• Ensure that the prototype is the basis of the DFD. • See to it that the DFD is not overly complicated but not n
Budget:	N/A
Reference Docs:	https://asiapacificcollege.sharepoint.com/:b:/s/SY2022-20231stTermSSYADD1SS201SF201/Eati1-U7fRZAmuDfxtNx_HgBEBY6LRERnfB-xVFve06mgA?e=sl0l71

WBS:	1.2.7
Work Package:	Draft of Entity Relationship Diagram (ERD)
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Adrian Bandong`
Description:	Create an Entity Relationship Diagram as a requirement for the solution's design
Completion State:	The ERD is completed and can now be able to consult with the project adviser
Assumptions:	• Consult with the project adviser for corrections. • Consult with the project adviser again for revisions
Risks:	• Entities and variables have misspellings. • Variable names are confusing
Risk Mitigation:	• Double check every variable and spelling that may cause issues if implemented. • Make sure that variable names make sense
Budget:	N/A
Reference Docs:	https://asiapacificcollege.sharepoint.com/:b:/s/SY2022-20231stTermSSYADD1SS201SF201/EYGCQvZU4o5KjB1nAA9PhsQBdK4jETX7wPvdmnA-w0SPog?e=svPgMI

WBS:	1.2.8
Work Package:	Draft of Use Case Diagram
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Adrian Bandong`
Description:	Create a Use Case Diagram and Fully dressed as a requirement for the course
Completion State:	The use case diagrams and all the fully dressed use cases can now be presented and revised according to comments
Assumptions:	• Review the past information and match this information in the use case diagram. • Address the users and what the system will do based on the actions done by the user
Risks:	• Use case diagram is too vague. • The use case diagram is not neatly presented.

	• Many typographical errors in the fully dressed use cases
Risk Mitigation:	• Ensure that the content is accurate, complete and concise. • Ensure that the
Budget:	N/A
Reference Docs:	https://asiapacificcollege.sharepoint.com/:b:/s/SY2022-20231stTermSSYADD1SS201SF201/EekZ3FBwJV1GqyvSnhE7EbgBKJ-U00uefTVpE3pROLUeQw?e=pEYX49

WBS:	1.2.9
Work Package:	Project Presentation
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Adrian Bandong`
Description:	The project team led by the project manager, Corneliani Melo will present the design thinking output and the diagrams to the project instructor
Completion State:	The project team presented the project successfully with revisions based on comments and constructive criticism
Assumptions:	• Prepare the diagrams, documentations, and presentation deck
Risks:	• The presentation is not clear. • Diagrams are not complete
Risk Mitigation:	• Ensure that the project team knows the project very well and make the presentation concise but clear. • Ensure that diagrams are completed and void of any significant errors
Budget:	N/A
Reference Docs:	• https://asiapacificcollege.sharepoint.com/:v:/s/SY2022-20231stTermSSYADD1SS201SF201/ESLaO2lVLHRMmBgwczHjRFIB78PTooqBkLxeTAB_zKjWtw?e=pv9Pc6 • https://asiapacificcollege.sharepoint.com/:v:/s/SY2022-20231stTermSSYADD1SS201SF201/EbXzO5EaSRREqbj0UPcxkL0B2UJ-7qo4Mj9TdeSSZmyPDw?e=kpKLiq

WBS:	1.3.1
Work Package:	Revision of DFD
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coders
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor`
Description:	Revise the DFD according to the course instructors' comments and suggestions
Completion State:	DFD is revised and should be clearer than the past DFD
Assumptions:	• Review all the levels in the DFD. • Revise inaccurate functions in the DFD
Risks:	• DFD does not makes sense with the desired output
Risk Mitigation:	• Make sure to revise the DFD to match the desired output
Budget:	N/A

Reference Docs:	https://asiapacificcollege.sharepoint.com/:w:/s/SCSPROJSS201SF201T2AY2022-2023/EWZkbs35O19MqPfEtQvLNPcBjh8QLCtaKm3FKziObOBn0A?e=qQ2ONv

WBS:	1.3.2
Work Package:	Revision of ERD
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor`
Description:	This work package focuses on updating the project's Entity Relationship Diagram (ERD). The project's database architecture and implementation will be based on the updated ERD.
Completion State:	The redesigned ERD that satisfies the demands of all stakeholders and appropriately depicts the entities and relationships involved in the database schema is the work package's finished product.
Assumptions:	- The initial ERD was precise and comprehensive. - The current system architecture will be compatible with the updated ERD. - Before being used, the amended ERD will be reviewed and approved by all parties.
Risks:	- The project's data model could become erroneous or inconsistent because of the altered ERD. - The project's database design might need to undergo considerable adjustments because of the amended ERD, which could cause a delay. - Stakeholder disagreement over the ERD revisions could delay approval and implementation.
Risk Mitigation:	- To verify that the amended ERD is correct and error-free, carry out extensive testing and quality assurance procedures. - Make sure that all team members and stakeholders are informed properly of any required changes to the database architecture, and that their effects on the project's timeline are assessed. - To guarantee acceptance and agreement on the modifications made, have open lines of communication with stakeholders and include them in the revision process.
Budget:	N/A
Reference Docs:	https://asiapacificcollege.sharepoint.com/:w:/s/SCSPROJSS201SF201T2AY2022-2023/EWZkbs35O19MqPfEtQvLNPcBjh8QLCtaKm3FKziObOBn0A?e=qQ2ONv

WBS:	1.3.3
Work Package:	Revision of Use Case Diagram
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor`
Description:	The project's use case diagram will be revised as part of this work package. Any modifications to the project's scope, requirements, or functionality will be reflected in the updated Use Case Diagram.

Completion State:	The finished product of this work package is an updated use case diagram that satisfies the needs of all stakeholders and correctly depicts the interactions between actors and the system.
Assumptions:	- The original Use Case Diagram contained all necessary information. - The updated Use Case Diagram will consider the project's current requirements and scope. - Before going into effect, the updated Use Case Diagram will be reviewed and accepted by all parties.
Risks:	- It's possible that the updated Use Case Diagram doesn't effectively depict the project's current requirements, functionality, or scope. - The project's system architecture may need to undergo major changes because of the altered use case diagram, which could cause a delay. - If stakeholders can't agree on the changes made to the use case diagram, approval and implementation may be delayed.
Risk Mitigation:	- To ensure that the new Use Case Diagram accurately reflects the project's current scope, requirements, and functionality, carry out extensive testing and quality assurance procedures. - Make that all team members and stakeholders are informed properly of any required changes to the system design, and that their influence on the project timeframe is assessed. - To guarantee acceptance and agreement on the modifications made, have open lines of communication with stakeholders and include them in the revision process.
Budget:	N/A
Reference Docs:	https://asiapacificcollege.sharepoint.com/:w:/s/SCSPROJSS201SF201T2AY2022-2023/EWZkbs35O19MqPfEtQvLNPcBjh8QLCtaKm3FKziObOBn0A?e=qQ2ONv

WBS:	1.3.4
Work Package:	Milestone: Website Prototype
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor`
Description:	The creation of a website prototype for the project is part of this work package. The project's user interface and functionality will be shown off in the prototype to stakeholders, who will then provide input for further development.
Completion State:	A website prototype that fully satisfies the needs of all stakeholders and precisely depicts the structure, functionality, and aesthetic of the finished product is the work package's finished product.
Assumptions:	- The project's final design and functionality will be correctly reflected in the prototype. - The prototype will be finished on schedule and within budget. - Participants will offer helpful criticism that can be integrated into the project's final design.

Risks:	• The final design and functioning of the project might not accurately mirror the prototype, leaving stakeholders perplexed or disappointed. • The prototype's development could take longer than expected, prolonging the project's schedule. • Stakeholders may offer feedback that isn't helpful or clashes with the project's objectives, which can cause delays or disputes.
Risk Mitigation:	• To ensure that the prototype truly reflects the project's final design and functioning, conduct extensive testing and quality assurance procedures. • Continually keep an eye on the growth process
Budget:	N/A
Reference Docs:	https://www.figma.com/file/Zixqu9iGdHXtEODHqrcFRy/Rams-E-Caf-(Desktop-POV)?type=design&t=G4pvD53Y0LvGfbqI-1

WBS:	1.3.5
Work Package:	Adviser Meeting 1
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor`
Description:	The initial meeting with the project adviser is included in this work package. The project team will talk about the project's development and get input on their work at the meeting.
Completion State:	The successful meeting with the advisor, when helpful advice and feedback were provided to help overcome any problems or hurdles, represents the completion stage of this work package.
Assumptions:	• The required materials for the meeting will be available to the project team. • During the meeting, the project adviser will be accessible and responsive. • The project adviser will offer helpful criticism that can be used to the project's future efforts.
Risks:	• The project team may not have been sufficiently ready for the meeting, which could result in a lack of development or unclear project direction. • During the meeting, the project adviser might not be accessible or responsive, which could cause delays or misunderstandings. • The project adviser could offer comments that isn't helpful or at odds with the project's objectives, which could cause delays or disputes.
Risk Mitigation:	• Make sure the project team is well-prepared for the meeting with a clear agenda and conversation goals. • Confirm the adviser's availability and set the meeting up well in advance. • Keep in touch with the advisor on a regular basis and ask questions about any feedback given.
Budget:	N/A

Reference Docs:	https://asiapacificcollege-my.sharepoint.com/:w:/g/personal/cgmelo_student_apc_edu_ph/EWSKiXwSlDxEvrCxqMi5sUkBlGHR36zT6Q41tg8-4_yLjg?e=fFQLQ2

WBS:	1.3.6
Work Package:	Face to Face Client Meeting
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor`
Description:	Meeting the project's client in person is part of this task package. The project team will review their work and discuss the project's progress during the meeting.
Completion State:	A fruitful meeting with the client where updates are given, and helpful advice and guidance are received to help overcome any obstacles or challenges represents the completion stage of this work package.
Assumptions:	- The required materials for the meeting will be available to the project team. - During the meeting, the customer will be reachable and receptive. - The customer will offer helpful criticism that can be integrated into the project's future efforts.
Risks:	- The project team may not have been sufficiently ready for the meeting, which could result in a lack of development or unclear project direction. - During the meeting, the client might not be accessible or receptive, which could cause delays or misunderstandings. - Feedback from the client could clash with the objectives of the project or be unhelpful, which could cause delays or disagreements.
Risk Mitigation:	- Make sure the project team is well-prepared for the meeting with a clear agenda and conversation goals. - Set up the meeting well in advance, and make sure the client is available. - Maintain regular contact with the client and ask for clarity on any given comments.
Budget:	N/A
Reference Docs:	N/A

WBS:	1.3.7

Work Package:	Midterm Presentation
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor`
Description:	The project's midterm presentation is part of this work package. The project team will give an overview of the project's status, objectives, and future during the presentation.
Completion State:	The finished product of this work package is a well-prepared and given midterm presentation that offers a status report on the project's development and solicits insightful feedback from stakeholders to keep the project on track.
Assumptions:	- By the time of the presentation, the project team will have made significant progress on it. - The presentation will be well-prepared and convey the project's objectives and progress clearly. - The audience will be open to the presentation and offer helpful criticism.
Risks:	- It's possible that by the time of the presentation, the project team had not done much work on it, which left the presentation lacking in content. - The audience may become confused or misunderstand the presentation's message if it is poorly prepared or fails to clearly convey the project's objectives and progress. - The presentation's audience might not be open to it or offer helpful criticism, which would leave the initiative without direction or support.
Risk Mitigation:	- Make sure the project team is significantly moving the project forward long before the presentation date. - To guarantee that the project's progress and objectives are effectively communicated, thoroughly prepare the presentation in advance.
Budget:	N/A
Reference Docs:	N/A

WBS:	1.3.8
Work Package:	Project Revision
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist

Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor`
Description:	This work package entails a thorough evaluation of the project's needs, objectives, and progress. The project team will evaluate the project's present progress and make the required adjustments during the revision to guarantee a successful conclusion.
Completion State:	An updated project plan or scope that appropriately represents any changes to the project and satisfies the needs of all stakeholders is the status of this work package's completion.
Assumptions:	- The objectives and specifications of the project will be understood by the project team. - The project's plan will go through a revision process to identify any modifications that are required. - Within the limitations of the project, the updated strategy will be realistic and attainable.
Risks:	- The lack of a clear grasp of the project's objectives and specifications by the project team may cause confusion or misunderstandings during the revision process. - There could be additional delays or difficulties if the revision process does not identify all necessary alterations and revisions to the project's plan. - The project's limits may prevent the new plan from being practical or achievable, which could lead to irrational expectations or project failure.
Risk Mitigation:	- Before starting the revision process, make sure the project team is fully aware of the objectives and specifications of the project. - To identify any required alterations and modifications to the project's plan, use a thorough review procedure that includes all project team members. - To ensure reasonable expectations and successful completion, periodically evaluate the amended plan's viability and attainability.
Budget:	N/A
Reference Docs:	https://asiapacificcollege.sharepoint.com/:w:/s/SCSPROJSS201SF201T2AY2022-2023/EWU76HQufhJDhAKfV7MO374Bxd6CqIqO3T9sRvb1Xv-Nbg?e=xaTsjF

WBS:	1.3.9
Work Package:	Development of Manage Accounts Function
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor`
Description:	This work package entails creating a new project feature that enables users to manage their accounts and personal data.

Completion State:	The "manage accounts" capability that enables users to view and amend their account details and satisfies the needs of all stakeholders is the work package's completed state. Before it is made available to users, the function has undergone extensive testing and has had any flaws fixed.
Assumptions:	- The project team is equipped with the abilities and information needed to develop account management features. There won't be any substantial technological setbacks or delays in the development process. - The current project may quickly and without any major problems include the new function.
Risks:	- The project team might not have the necessary skills or experience to develop account management services, which would cause delays or insufficient functionality. - Major technical challenges or delays during the development process could cause further complexities or project collapse. - The old project may not be able to incorporate the new feature perfectly, which could cause user misunderstanding or functional mistakes.
Risk Mitigation:	- Make sure the project team has the skills and knowledge required for creating account management services or look for more training or assistance. - Make a thorough plan for the development process, account for any potential technological issues, and have backup plans ready. - To avoid misunderstandings or mistakes, thoroughly test the new function before integrating it and give users explicit instructions.
Budget:	N/A
Reference Docs:	N/A

WBS:	1.3.10
Work Package:	Development of Select Vendor Function
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor`

Description:	This work package entails creating a new project feature that enables customers to choose a vendor for their goods or services.
Completion State:	The "select vendor" function that enables customers to explore and choose vendors for their orders and satisfies the needs of all stakeholders is the work package's finished state. Before it was made available to users, the function has undergone extensive testing and has had any flaws fixed.
Assumptions:	- The project team has the necessary skills and experience to develop vendor selection functions. - The development process won't encounter any significant technological issues or delays. - Users will have a quick and easy approach to choose vendors thanks to the new function.
Risks:	- The project team might not have the necessary skills or experience to develop vendor selection functionalities quickly or with suitable functionality. - Major technical challenges or delays during the development process could cause further complexities or project collapse. - The new feature might not offer customers an efficient or effective means to choose vendors, which might cause user resentment or discourage uptake.
Risk Mitigation:	- Ensure that the project team has the necessary knowledge and expertise in the development of vendor selection functions or seek additional training or support. - Develop a thorough plan for the development process and anticipate potential technical difficulties, with contingency plans in place. - Conduct user testing and gather feedback to ensure that the new function provides an efficient and effective way for users to select vendors.
Budget:	N/A
Reference Docs:	N/A

WBS:	1.3.11
Work Package:	Development of Manage Profile Function
Package Owner:	Corneliani Jon Melo

Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor`
Description:	The creation of a new project function that will enable users to manage their profile data and preferences is part of this work package.
Completion State:	The "manage profile" capability that enables users to view and amend their profile details and satisfies the needs of all stakeholders is the work package's finished product. Before it is made available to users, the function has undergone extensive testing and had any flaws fixed.
Assumptions:	- The project team has the necessary skills and understanding to create profile management functions. - The development process won't encounter any significant technological issues or delays. - The new feature will be simple to use and give consumers an effective way to manage their personal data.
Risks:	- The project team might not have the necessary skills or experience to develop profile management services quickly or with the functionality they need. - Major technical challenges or delays during the development process could cause further complexities or project collapse. - The new feature might not be intuitive or offer an effective mechanism for users to control their profile information, which could cause user annoyance or discourage uptake.
Risk Mitigation:	- Make sure the project team has the skills and knowledge required for creating profile management services or look for further training or assistance. - Make a thorough plan for the development process, account for any potential technological issues, and have backup plans ready. - To make sure the new feature is user-friendly and offers users a productive way to manage their profile information, do user testing and collect feedback.
Budget:	N/A
Reference Docs:	N/A

WBS:	1.3.12
Work Package:	Development of Manage Order Function

Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor`
Description:	The creation of a new project function that will enable users to manage their orders and view order history is part of this work package.
Completion State:	The "manage order" capability that enables users to view and amend their orders and satisfies the needs of all stakeholders is the work package's completed state. Before it is made available to users, the function has undergone extensive testing and had any flaws fixed.
Assumptions:	- The project team has the necessary skills and knowledge to create order management functions. - The development process won't encounter any significant technological issues or delays. - The new feature will give consumers a quick and easy method to manage their orders and view order history.
Risks:	- The creation of order management functions may be delayed or have insufficient functionality if the project team does not have the necessary knowledge or experience. - Major technical challenges or delays during the development process could cause further complexities or project collapse. - Users may become frustrated or fail to accept the new function if it does not offer an effective or efficient way for them to manage their orders and view order history.
Risk Mitigation:	Make sure the project team has the skills and knowledge required for creating order management features or seek out further training.
Budget:	N/A
Reference Docs:	N/A

WBS:	1.3.13
Work Package:	Development of Manage Reports Function
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor`

Description:	The creation of a new project function that will enable users to manage reports and derive insights from their data is part of this work package.
Completion State:	The "manage reports" function, which enables administrators to create and view reports about the performance of the website, is the work package's finished product and satisfies the needs of all stakeholders. Administrators can use the function to offer accurate and pertinent data, and it is secure and only accessible to authorized individuals.
Assumptions:	• The project team has the necessary skills and knowledge to develop report management functions. • The development process won't encounter any significant technological issues or delays. • Users will have a quick and easy approach to manage reports and provide insights thanks to the new function.
Risks:	• The project team has the necessary skills and knowledge to develop report management functions. • The development process won't encounter any significant technological issues or delays. • Users will have a quick and easy approach to manage reports and provide insights thanks to the new function.
Risk Mitigation:	• Make sure the project team has the skills and knowledge required for creating report management functions or look for further training or assistance. • Make a thorough plan for the development process, account for any potential technological issues, and have backup plans ready. • Conduct user testing and feedback gathering to verify that the new feature gives users a quick and easy way to manage reports and generate insights.
Budget:	N/A
Reference Docs:	N/A

WBS:	1.3.14
Work Package:	Development of Manage Items Function
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor`

Description:	This work package entails creating a new project function that will enable users to manage their belongings and goods.
Completion State:	The "manage items" capability that allows vendors to add, alter, and delete products from their inventory and satisfies the needs of all stakeholders is the work package's finished state. Before it is made available to users, the function has undergone extensive testing and has had any flaws fixed.
Assumptions:	- The project team has the necessary skills and knowledge to create item management functions. - The development process won't encounter any significant technological issues or delays. - Users will have a more effective and efficient approach to manage their products and commodities thanks to the new function.
Risks:	- The creation of item management functions may be delayed or have insufficient functionality if the project team does not have the necessary knowledge or experience. - Major technical challenges or delays during the development process could cause further complexities or project collapse. - The new feature can leave customers feeling unsatisfied or discourage them from adopting it if it doesn't offer an effective or efficient manner for them to manage their belongings and goods.
Risk Mitigation:	- Make sure the project team has the skills and knowledge required for creating item management functions or look for further training or assistance. - Make a thorough plan for the development process, account for any potential technological issues, and have backup plans ready. - To verify that the new feature gives people a convenient and effective way to manage their items and products, conduct user testing and obtain feedback.
Budget:	N/A
Reference Docs:	N/A

WBS:	1.3.15

Work Package:	Development of View Feedbacks Function
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor`
Description:	This work package entails creating a new project function that will enable users to monitor and manage customer feedback.
Completion State:	The "view feedbacks" function, which satisfies the needs of all stakeholders and enables users to view and offer feedback on their experience with the website and suppliers, is the work package's completion status. With all required features and functionality, the feature is well-designed and user-friendly, and it encourages users to offer candid and helpful comments.
Assumptions:	- The project team has the necessary skills and knowledge to develop feedback management functions. - The development process won't encounter any significant technological issues or delays. - Users will have a quick and easy way to access and handle consumer feedback thanks to the new function.
Risks:	- The creation of feedback management services may be delayed or have insufficient functionality if the project team does not have the necessary knowledge or experience. - Major technical challenges or delays during the development process could cause further complexities or project collapse. - Users may become frustrated or fail to accept the new function if it does not offer a convenient or useful manner for them to view and manage customer feedback.
Risk Mitigation:	- Major technical challenges or delays during the development process could cause further complexities or project collapse. - Users may become frustrated or fail to accept the new function if it does not offer a convenient or useful manner for them to view and manage customer feedback. - Make sure the project team has the skills and knowledge required for creating

	feedback management services or look for further training or assistance.
	• Make a thorough plan for the development process, account for any potential technological issues, and have backup plans ready.
	• Conduct user testing and feedback gathering to verify that the new function offers consumers a quick and easy way to access and manage customer feedback.
Budget:	N/A
Reference Docs:	N/A

WBS:	1.3.16
Work Package:	Deliverable: Working Web Application
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor`
Description:	A fully functional web application that satisfies all project criteria and has undergone quality assurance testing is the project's final output.
Completion State:	A completely functional web application that satisfies the needs of all stakeholders, is delivered on schedule and within budget, and has undergone extensive testing to guarantee that all problems or defects have been fixed before it is made available to users is the work package's completion state.
Assumptions:	• The project team has the tools and knowledge needed to finish developing the web application by the deadline.
	• All project criteria and user expectations will be satisfied by the web application.
	• The web application will work flawlessly and be devoid of significant defects or technical problems.
Risks:	• The development of the web application may be slowed down or prevented by unanticipated technological challenges or complications encountered by the project team.
	• It's possible that the web application won't satisfy all project objectives or user expectations, which will prevent adoption or cause unhappiness.
	• It's possible that the online application has serious flaws or technical problems that impair its usability or functionality.
Risk Mitigation:	• Ascertain that the project team has the tools and experience required to complete

	the web application development within the specified time frame and leave room for flexibility in case of unforeseen problems.
	• Make sure the web application consistently satisfies project requirements and user expectations by conducting user testing and receiving feedback.
	• Use a comprehensive quality assurance and testing procedure to find any defects or technical issues before the release is made public.
Budget:	N/A
Reference Docs:	N/A

WBS:	1.3.17
Work Package:	Adviser Meeting 2
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor`
Description:	Meeting the project adviser as part of this job package includes talking about the project's progress, addressing any problems or challenges, and getting advice and input.
Completion State:	A successful meeting with the project adviser, where all pertinent information and updates were presented in advance, was the completion state of this work package. The discussion was fruitful, and helpful feedback was given to drive the project toward a successful conclusion.
Assumptions:	• Since the last adviser meeting, the project team has advanced far enough to show tangible progress toward project completion. • During the discussion, the advisor is ready and willing to offer suggestions and criticism. • For the meeting, the project team has prepared an in-depth update and presentation.
Risks:	• Since the last adviser meeting, the project team may not have made enough progress, which has left the adviser unsatisfied or worried. • There can be a lack of support or direction if the adviser is unavailable or unwilling to offer advice and feedback throughout the discussion. • Confusion or a lack of clarity may have resulted from the project team's insufficient preparation of the meeting's update and presentation.
Risk Mitigation:	• To make sure that considerable progress is being achieved and to address any concerns or problems, you should often convey progress updates and seek advice from the adviser throughout the project. • Prior to setting up the meeting, make sure the adviser is available and willing, and have backup plans ready.

	• Prepare thoroughly for the meeting, providing the adviser with a clear presentation of any queries or concerns as well as a comprehensive report on the project's status.
Budget:	N/A
Reference Docs:	https://asiapacificcollege-my.sharepoint.com/:w:/g/personal/cgmelo_student_apc_edu_ph/EX9WtHhmCxNDq_1TKW9PMgsBkJVhrwhut3I-WdFnuefl7Q?e=L6rKq5

WBS:	1.3.18
Work Package:	Finals Defense
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor`
Description:	This work package entails the project's defense and final presentation to a jury or panel of judges.
Completion State:	The final state of this work package is a successful final project defense, where the project team delivers an excellent presentation and supporting materials, is well-prepared to address any queries or concerns from the panel of judges, and the project is finished and delivered on schedule and within budget.
Assumptions:	• The project team is prepared to provide a polished and well-made product after fully completing the project development and testing. • The judges or evaluators give a fair and qualified assessment of the project. • With careful testing and quality assurance, the project team has appropriately prepared for the presentation and defense.
Risks:	• The project might not be polished or finished entirely, which could result in a poor rating or failure. • An unfair or erroneous appraisal of the project may result from the judges' or evaluators' lack of expertise or fairness. • It's possible that the project team was underprepared for the presentation and defense, which made things unclear or confusing throughout the review.
Risk Mitigation:	• Use a thorough quality control and testing procedure to make sure the project is finished and polished before the presentation and defense. • Advocate for a fair and unbiased examination and make sure that the judges or evaluators are chosen based on their knowledge and skill in the field. • To ensure a clear and expert presentation, thoroughly prepare for the presentation and defense, including through practice sessions and mock evaluations.
Budget:	N/A
Reference Docs:	https://asiapacificcollege.sharepoint.com/sites/SCSPROJSS201SF201T2AY2022-2023/Shared%20Documents/Coderist/Recordings/Meeting%20in%20_Coderist_-20230306_153349-Meeting%20Recording.mp4?web=1

WBS:	1.3.19
Work Package:	Milestone: Rams E-Caf Website
Package Owner:	Corneliani Jon Melo

Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor`
Description:	The creation of numerous cafeteria management features, such as order management, account management, menu management, and feedback management, is covered by this work package.
Completion State:	A working Cafeteria Management System titled Rams E-Caf where the customers may order food online, food concessionaires manage orders, and the admin being able to view feedback and manage all the accounts.
Assumptions:	- The Rams E-Caf website will be available and fully functional. - The cafeteria management functions can be developed using the existing employees and skills. - The administration of the cafeteria will fulfill user requirements and expectations.
Risks:	- The creation of the cafeteria administration capabilities may encounter difficulties if the Rams E-Caf Website is not entirely functional or operational. - The development of the cafeteria management functions may be delayed or not completed if the required personnel or knowledge is not available. - Users' demands or expectations might not be met by the cafeteria management functions, which could result in negative feedback and business loss.
Risk Mitigation:	- Prior to the creation of the cafeteria management features, implement a thorough testing and quality assurance procedure to guarantee that the Rams E-Caf Website is fully operational and functional. - The development of the cafeteria management functions should identify and allocate the appropriate staff and knowledge, and backup plans should be in place in case of delays or other problems. - Make sure the cafeteria management functions satisfy users' needs and expectations by conducting in-depth research, getting feedback from them, and conducting user testing throughout the development process to assure satisfaction.
Budget:	N/A
Reference Docs:	https://asiapacificcollege.sharepoint.com/:u:/s/SCSPROJSS201SF201T2AY2022-2023/ESXbi7MmtxpDnnFtX6hq7hoBP5NhA_FrbRaR6EYEPaLs7A?e=AhsMgY

WBS:	1.4.1
Work Package:	Create Project Charter
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal`
Description:	This work package involves creating a project charter that outlines the project's scope, objectives, deliverables, stakeholders, budget, and timeline. The document known as the project charter acts as a guidepost for the implementation of an initiative and offers lucid guidance to everyone who is invested in its outcome.

Completion State:	A finalized project charter that has been developed in conjunction with important stakeholders, is thorough and specific enough to direct the project team's actions throughout the project and has received the approval and signature of all pertinent stakeholders constitutes the completion state of this work package.
Assumptions:	• All stakeholders have been identified and the project's objectives are clear.
Risks:	• The project's objectives may not be clear, which can lead to scope creep and delays. • The professed group assigned to the project could be deficient in indispensable aptitudes and means crucial for bringing about timely completion of the task, whilst adhering to fiscal constraints. • The project sponsor may not provide sufficient support or resources, which can cause the project to fail.
Risk Mitigation:	• Hold a kickoff meeting to clarify project objectives and establish communication channels to ensure stakeholders can provide feedback and input throughout the project. • Conduct a skills and resource assessment early in the project to identify potential gaps and take corrective action, such as providing additional training or hiring external resources. • Obtain a clear commitment from the project sponsor in writing and establish regular communication to ensure they remain engaged and committed to the project.
Budget:	N/A
Reference Docs:	https://asiapacificcollege-my.sharepoint.com/:w:/g/personal/cgmelo_student_apc_edu_ph/EYBVcdhOXW9KhI7z2IZlesMBdRx9UWKRB0X4Mo7qvsVdvQ?e=S6IjLu

WBS:	1.4.2
Work Package:	Create Stakeholder Management Strategy
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal`
Description:	• A strategy for managing stakeholders is created in this work package. The purpose of the strategy is to recognize, evaluate, and actively involve all relevant parties throughout the project's course. The strategy includes communication plans, approaches for managing expectations, and methods for resolving conflicts, ensuring effective stakeholder engagement and support.
Completion State:	• The completed state of this work package is a finalized stakeholder management strategy that has been developed based on an extensive analysis of all stakeholders' needs, expectations, and interests, is adaptable enough to take into account shifting stakeholder needs and expectations over the course of the project, and has been successfully implemented by the project team to ensure positive stakeholder engagement and communication.
Assumptions:	• All stakeholders have been identified and their needs and expectations have been gathered.
Risks:	• Throughout the course of a project, fluctuations in stakeholder requirements and anticipations have the capacity to result in confusion and postponements.

	• It is plausible that there could be variances in the interests of people involved, which may require a resolution. • Stakeholders may not be actively engaged or may resist changes.
Risk Mitigation:	• Maintain ongoing communication with stakeholders, and regularly update the stakeholder management strategy to ensure it reflects their changing needs and expectations. • Establish a clear process for resolving conflicts and managing stakeholder expectations. • Provide stakeholder education and training to increase their understanding of the benefits of the project and address any resistance.
Budget:	N/A
Reference Docs:	https://asiapacificcollege-my.sharepoint.com/:w:/g/personal/cgmelo_student_apc_edu_ph/EZXbN_GlmghPhNKIcgcP5CMBN3z2Bj-YcKRRs7n0v7G_oA?e=gb7CJ9

WBS:	1.4.3
Work Package:	Create Business Case
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal`
Description:	• The task at hand involves the construction of a persuasive argument for business purposes that comprehensively assesses the advantages, expenses and hazards linked to this endeavor. The justification of a business case entails evaluating the project's worth, feasibility appraisal and alignment with an organization's strategic goals.
Completion State:	This work package will be completed when a finalized business case that has been based on an in-depth analysis of the project's potential benefits, costs, and risks has been produced. This business case will be persuasive and persuasive enough to win the support of key stakeholders. It will also be updated frequently throughout the project to consider any changes to the project's scope, timeline, budget, or resources.
Assumptions:	The project will have a positive return on investment (ROI).
Risks:	• The ROI may not meet expectations due to unforeseen costs or delays. • The business case may not adequately consider all factors or assumptions. • Stakeholders may disagree on the ROI or the business case.
Risk Mitigation:	• It would be in your best interest to analyze the expenses and advantages of this plan meticulously. Ensure that you continuously adjust it accordingly based on any alterations made during its implementation process. • Obtain input and feedback from stakeholders on the business case to ensure it considers all relevant factors. • Establish a clear process for resolving disagreements and addressing stakeholder concerns.
Budget:	N/A
Reference Docs:	https://asiapacificcollege.sharepoint.com/:w:/s/PROJMANT3SS201SF201/EcNXtxqGpuFAntShG2_K-ckBScBMAXVvNM7jENRfBN0KXQ?e=zSLK2K

WBS:	1.4.4
Work Package:	Deliverable: Submit Project Charter, Stakeholder Management Strategy, and Business Case
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal`
Description:	• This work package involves the compilation and submission of essential project documents, including the project charter, stakeholder management strategy, and business case. These deliverables provide a comprehensive overview of the project's objectives, scope, stakeholders, and value proposition. Submitting these documents marks a crucial milestone in initiating the project and seeking approval from key stakeholders.
Completion State:	The successful submission of the project charter, stakeholder management strategy, and business case to important stakeholders for assessment and approval represents the work package's completion stage.
Assumptions:	• The project team has completed the necessary research, analysis, and planning activities to develop robust and well-documented project charter, stakeholder management strategy, and business case. It assumes that the documents have undergone thorough reviews, revisions, and are ready for submission.
Risks:	• Incomplete or inadequate information in the submitted documents, leading to misunderstandings or incorrect decision-making. • Insufficient alignment or agreement among stakeholders regarding the project's objectives, scope, or value proposition. • Missed deadlines or delays in document submission, impacting project initiation or decision-making processes.
Risk Mitigation:	• Use templates or guidelines to ensure consistent formatting and presentation of information. • Incorporate feedback from key stakeholders into the documents to

	demonstrate their involvement and address potential conflicts.
	• Regularly communicate and track progress to ensure team members understand their responsibilities and deadlines.
Budget:	N/A
Reference Docs:	N/A

WBS:	1.4.5
Work Package:	Project Sponsor Reviews Documents
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal`
Description:	• This work package involves the review and approval of the project charter, stakeholder management strategy, and business case by the project sponsor. The undertaking key sponsor assumes a vital function in ensuring that the reports precisely mirror the objectives of said venture and harmonize with the targets set forth by their respective organization. Their review signifies endorsement and support for the project.
Completion State:	The project sponsor's approval of the project charter, stakeholder management strategy, and business case marks the work package's completion.
Assumptions:	• The project sponsor will review and approve the project charter, stakeholder management strategy, and business case.
Risks:	• It is highly likely that the individual financing this initiative may be constrained for both temporal and material resources, consequently rendering them unable to peruse through necessary documentation in a punctual manner. • The project sponsor may not fully understand or agree with the contents of the documents. • The project sponsor may request significant changes to the documents that require additional work.
Risk Mitigation:	• Establish clear expectations and timelines for document review and approval with the project sponsor. • It is recommended to arrange periodic meetings with the project's sponsor to

	guarantee they are aware of all aspects included in pertinent documents and alleviate any doubts or uncertainties. • Provide additional support and resources as needed to address any significant changes requested by the project sponsor.
Budget:	N/A
Reference Docs:	N/A

WBS:	1.4.6
Work Package:	Milestone: Documents Signed/Approved
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal`
Description:	• This work package represents a significant milestone in the project where the project charter, stakeholder management strategy, and business case are reviewed, signed, and officially approved by the relevant stakeholders. It indicates that the key project documents have undergone thorough scrutiny, and their content, objectives, and strategies have gained acceptance and endorsement.
Completion State:	Project Sponsor approved and signed all the documents.
Assumptions:	• Project documents have been thoroughly reviewed, revised as necessary, and have obtained the necessary consensus and approval from all key stakeholders involved. • Any feedback, concerns, or changes have been addressed and incorporated into the final versions of the documents.
Risks:	• Lack of stakeholder consensus or disagreement during the review and approval process, leading to delays or revisions. • Inadequate attention to detail or oversight during the review process, resulting in errors or omissions in the documents. • Key stakeholders, such as the project sponsor or decision-makers, have limited availability or are unresponsive during the review and approval stage.

Risk Mitigation:	- Ensure clear and open communication channels are established throughout the project to address concerns and gather feedback from stakeholders early on. - Establish a comprehensive review process that involves multiple stakeholders, subject matter experts, and quality assurance personnel to ensure thorough examination of the documents. - Schedule regular check-ins and follow-ups with stakeholders to provide updates, address any concerns, and keep them engaged throughout the review process.
Budget:	N/A
Reference Docs:	N/A

WBS:	1.4.7
Work Package:	Deliverable: Submit Scope Management Plan, Cost Management Plan, Time Management Plan, Work Breakdown Structure, Work Packages Based
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal
Description:	This work package involves the compilation and submission of essential project documents, including the Scope Management Plan, Cost Management Plan, Time Management Plan, Work Breakdown Structure, and Work Packages Based. These deliverables provide a comprehensive overview of the project's objectives, scope, stakeholders, and value proposition. Submitting these documents marks a crucial milestone in initiating the project and seeking approval from key stakeholders.
Completion State:	The successful submission of the project charter, stakeholder management strategy, and business case to important stakeholders for assessment and approval represents the work package's completion stage.
Assumptions:	The project team has completed the necessary research, analysis, and planning activities to develop robust and well-documented project charter, stakeholder

	management strategy, and business case. It assumes that the documents have undergone thorough reviews, revisions, and are ready for submission.
Risks:	- Incomplete or inadequate information in the submitted documents, leading to misunderstandings or incorrect decision-making. - Insufficient alignment or agreement among stakeholders regarding the project's objectives, scope, or value proposition. - Missed deadlines or delays in document submission, impacting project initiation or decision-making processes.
Risk Mitigation:	- Use templates or guidelines to ensure consistent formatting and presentation of information. - Incorporate feedback from key stakeholders into the documents to demonstrate their involvement and address potential conflicts. - Regularly communicate and track progress to ensure team members understand their responsibilities and deadlines.
Budget:	N/A
Reference Docs:	N/A

WBS:	1.4.8
Work Package:	Project Sponsor Reviews Documents
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal
Description:	This work package involves the review and approval of the Scope Management Plan, Cost Management Plan, Time Management Plan, Work Breakdown Structure, Work Packages Based by the project sponsor. The undertaking key sponsor assumes a vital function in ensuring that the reports precisely mirror the objectives of said venture and harmonize with the targets set forth by their respective organization. Their review signifies endorsement and support for the project.
Completion State:	The project sponsor's approval of the project charter, stakeholder management strategy, and

	business case marks the work package's completion.
Assumptions:	• The project sponsor will review and approve the project charter, stakeholder management strategy, and business case.
Risks:	• It is highly likely that the individual financing this initiative may be constrained for both temporal and material resources, consequently rendering them unable to peruse through necessary documentation in a punctual manner. • The project sponsor may not fully understand or agree with the contents of the documents. • The project sponsor may request significant changes to the documents that require additional work.
Risk Mitigation:	• Establish clear expectations and timelines for document review and approval with the project sponsor. • It is recommended to arrange periodic meetings with the project's sponsor to guarantee they are aware of all aspects included in pertinent documents and alleviate any doubts or uncertainties. • Provide additional support and resources as needed to address any significant changes requested by the project sponsor.
Budget:	N/A
Reference Docs:	N/A

WBS:	1.4.9
Work Package:	Milestone: Documents Signed/Approved
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal`
Description:	• This work package represents a significant milestone in the project where the Scope Management Plan, Cost Management Plan, Time Management Plan, Work Breakdown Structure, and Work Packages Based are reviewed, signed, and officially approved by the relevant stakeholders. It indicates that the key project documents have undergone thorough scrutiny, and their content, objectives, and strategies have gained acceptance and endorsement.

Completion State:	Project Sponsor approved and signed all the documents.
Assumptions:	- Project documents have been thoroughly reviewed, revised as necessary, and have obtained the necessary consensus and approval from all key stakeholders involved. - Any feedback, concerns, or changes have been addressed and incorporated into the final versions of the documents.
Risks:	- Lack of stakeholder consensus or disagreement during the review and approval process, leading to delays or revisions. - Inadequate attention to detail or oversight during the review process, resulting in errors or omissions in the documents. - Key stakeholders, such as the project sponsor or decision-makers, have limited availability or are unresponsive during the review and approval stage.
Risk Mitigation:	- Ensure clear and open communication channels are established throughout the project to address concerns and gather feedback from stakeholders early on. - Establish a comprehensive review process that involves multiple stakeholders, subject matter experts, and quality assurance personnel to ensure thorough examination of the documents. - Schedule regular check-ins and follow-ups with stakeholders to provide updates, address any concerns, and keep them engaged throughout the review process.
Budget:	N/A
Reference Docs:	N/A

WBS:	1.4.10
Work Package:	Deliverable: Submit Communications Management Plan, Implementation Management Plan, Risk Management Plan, Change

	Management Plan, Procurement Management Plan, Quality Management Plan
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal
Description:	• This work package involves the compilation and submission of essential project documents, including the Communications Management Plan, Implementation Management Plan, Risk Management Plan, Change Management Plan, Procurement Management Plan, Quality Management Plan Based. These deliverables provide a comprehensive overview of the project's objectives, scope, stakeholders, and value proposition. Submitting these documents marks a crucial milestone in initiating the project and seeking approval from key stakeholders.
Completion State:	The successful submission of the Communications Management Plan, Implementation Management Plan, Risk Management Plan, Change Management Plan, Procurement Management Plan, Quality Management Plan to important stakeholders for assessment and approval represents the work package's completion stage.
Assumptions:	• The project team has completed the necessary research, analysis, and planning activities to develop robust and well-documented project charter, stakeholder management strategy, and business case. It assumes that the documents have undergone thorough reviews, revisions, and are ready for submission.
Risks:	• Incomplete or inadequate information in the submitted documents, leading to misunderstandings or incorrect decision-making. • Insufficient alignment or agreement among stakeholders regarding the project's objectives, scope, or value proposition. • Missed deadlines or delays in document submission, impacting project initiation or decision-making processes.
Risk Mitigation:	• Use templates or guidelines to ensure consistent formatting and presentation of information.

	• Incorporate feedback from key stakeholders into the documents to demonstrate their involvement and address potential conflicts. • Regularly communicate and track progress to ensure team members understand their responsibilities and deadlines.
Budget:	N/A
Reference Docs:	N/A

WBS:	1.4.11
Work Package:	Project Sponsor Reviews Documents
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal
Description:	• This work package involves the review and approval of the Communications Management Plan, Implementation Management Plan, Risk Management Plan, Change Management Plan, Procurement Management Plan, Quality Management Plan Based by the project sponsor. The undertaking key sponsor assumes a vital function in ensuring that the reports precisely mirror the objectives of said venture and harmonize with the targets set forth by their respective organization. Their review signifies endorsement and support for the project.
Completion State:	The project sponsor's approval of the project charter, stakeholder management strategy, and business case marks the work package's completion.
Assumptions:	• The project sponsor will review and approve the project charter, stakeholder management strategy, and business case.
Risks:	• It is highly likely that the individual financing this initiative may be constrained for both temporal and material resources, consequently rendering them unable to peruse through necessary documentation in a punctual manner. • The project sponsor may not fully understand or agree with the contents of the documents. • The project sponsor may request significant changes to the documents that require additional work.

Risk Mitigation:	• Establish clear expectations and timelines for document review and approval with the project sponsor. • It is recommended to arrange periodic meetings with the project's sponsor to guarantee they are aware of all aspects included in pertinent documents and alleviate any doubts or uncertainties. • Provide additional support and resources as needed to address any significant changes requested by the project sponsor.
Budget:	N/A
Reference Docs:	N/A

WBS:	1.4.12
Work Package:	Milestone: Documents Signed/Approved
Package Owner:	Corneliani Jon Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal`
Description:	• This work package represents a significant milestone in the project where the Communications Management Plan, Implementation Management Plan, Risk Management Plan, Change Management Plan, Procurement Management Plan, Quality Management Plan are reviewed, signed, and officially approved by the relevant stakeholders. It indicates that the key project documents have undergone thorough scrutiny, and their content, objectives, and strategies have gained acceptance and endorsement.
Completion State:	Project Sponsor approved and signed all the documents.
Assumptions:	• Project documents have been thoroughly reviewed, revised as necessary, and have obtained the necessary consensus and approval from all key stakeholders involved. • Any feedback, concerns, or changes have been addressed and incorporated into the final versions of the documents.
Risks:	• Lack of stakeholder consensus or disagreement during the review and approval process, leading to delays or revisions. • Inadequate attention to detail or oversight during the review

	process, resulting in errors or omissions in the documents.
	• Key stakeholders, such as the project sponsor or decision-makers, have limited availability or are unresponsive during the review and approval stage.
Risk Mitigation:	• Ensure clear and open communication channels are established throughout the project to address concerns and gather feedback from stakeholders early on.
	• Establish a comprehensive review process that involves multiple stakeholders, subject matter experts, and quality assurance personnel to ensure thorough examination of the documents.
	• Schedule regular check-ins and follow-ups with stakeholders to provide updates, address any concerns, and keep them engaged throughout the review process.
Budget:	N/A
Reference Docs:	N/A

WBS:	1.5
Work Package:	Deployment
Package Owner:	Jamir Sia
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal, Sponsor, ITRO, Concessionaire
Description:	• This work package represents the deployment stage of Rams E-Caf.
Completion State:	The system has been deployed and ready to use by the stakeholders.
Assumptions:	• System is launched.
	• The project has been handed out.
	• The project sponsor covered the financial needs.
Risks:	• System can't be supported by the hardware.
	• Limited budget for deployment
Risk Mitigation:	• Ensure all steps for deployment are being followed.
Budget:	PHP 36,644
Reference Docs:	N/A

WBS:	1.5.1
Work Package:	Acquire Hardware Requirements
Package Owner:	Jamir Sia
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal, Sponsor, ITRO, Concessionaire
Description:	• The team will find the needed hardware required for the system testing.
Completion State:	The system has been acquired.
Assumptions:	• A system has been acquired that can support the Rams E-Caf.
Risks:	• System can't be supported by the hardware.
Risk Mitigation:	• Ensure all steps for deployment are being followed.
Budget:	PHP 32,354.00
Reference Docs:	N/A

WBS:	1.5.2
Work Package:	System Testing
Package Owner:	Isiah Tutor, Joshua Cudal
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal, Sponsor, ITRO, Concessionaire
Description:	• The project team will have the ITRO of APC test the system for the project deployment.
Completion State:	The system has passed the testing stage
Assumptions:	• The system has no bugs and errors captured from the testing stage.
Risks:	• Bugs and errors have been captured from the testing stage.
Risk Mitigation:	• Ensure all steps for deployment are being followed.
Budget:	
Reference Docs:	N/A

WBS:	1.5.3
Work Package:	Project Deployment
Package Owner:	Isiah Tutor, Joshua Cudal
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal, Sponsor, ITRO, Concessionaire

Description:	• The project team will have the ITRO of APC test the system for the project deployment.
Completion State:	The system has passed the testing stage
Assumptions:	• The system has no bugs and errors captured from the testing stage.
Risks:	• Bugs and errors have been captured from the testing stage.
Risk Mitigation:	• Ensure all steps for deployment are being followed.
Budget:	
Reference Docs:	N/A

WBS:	1.5.4
Work Package:	Project Hand out
Package Owner:	Corneliani Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal, Sponsor, ITRO, Concessionaire
Description:	• The project team will handout the project rams E-caf to the client.
Completion State:	The project has been handed out successfully.
Assumptions:	• The client accepted the project.
Risks:	• Deliverables have not been completed.
Risk Mitigation:	• Ensure all deliverables have been completed.
Budget:	PHP 151, 250.94
Reference Docs:	N/A

WBS:	1.6
Work Package:	Closure
Package Owner:	Corneliani Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal, Sponsor, ITRO, Concessionaire
Description:	• The project team starts for the closure stage of Rams E-Caf system.
Completion State:	The project Rams E-caf have been wrapped up.
Assumptions:	• The project is completed
Risks:	• Project have pending backlogs
Risk Mitigation:	• Ensure all deliverables have been completed.
Budget:	
Reference Docs:	N/A

WBS:	1.6.1
Work Package:	Audit Procurement

Package Owner:	Corneliani Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal, Sponsor, ITRO, Concessionaire
Description:	• The project team will hand out the project system to the client.
Completion State:	The project Rams E-caf have been procured.
Assumptions:	• The project is completed
Risks:	• Project have pending backlogs
Risk Mitigation:	• Ensure all deliverables have been completed.
Budget:	
Reference Docs:	N/A

WBS:	1.6.2
Work Package:	Document Lessons Learned
Package Owner:	Corneliani Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal, Sponsor, ITRO, Concessionaire
Description:	• The project team starts to document the lessons that have learned from the whole project.
Completion State:	The project team completed the documentation.
Assumptions:	• The project documentation is completed
Risks:	• Project have pending backlogs
Risk Mitigation:	• Ensure all deliverables have been completed.
Budget:	
Reference Docs:	N/A

WBS:	1.6.3
Work Package:	Update Files/Records
Package Owner:	Corneliani Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal, Sponsor, ITRO, Concessionaire
Description:	• The project team will hand out the project system to the client.
Completion State:	The project team successfully handed out the system.
Assumptions:	• The project hand out is completed
Risks:	• Project have pending backlogs
Risk Mitigation:	• Ensure all deliverables have been completed.
Budget:	

Reference Docs:	N/A

WBS:	1.6.4
Work Package:	Gain Formal Acceptance
Package Owner:	Corneliani Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal, Sponsor, ITRO, Concessionaire
Description:	• The team starts to request formal acceptance from the client.
Completion State:	The formally accepted the project.
Assumptions:	• The project has been formally accepted.
Risks:	• Project have not been accepted
Risk Mitigation:	• Ensure documents have been signed.
Budget:	
Reference Docs:	N/A

WBS:	1.6.5
Work Package:	Archive Files/Documents
Package Owner:	Corneliani Melo
Owner Organization:	Coderist
Participants:	Nathan Allen Sinaguinan, Jamir Sia, Isiah Jade Tutor, Joshua Cudal, Sponsor, ITRO, Concessionaire
Description:	• The team starts to archive files and documents of the project.
Completion State:	The team successfully archived the files and documents of Ram E-Caf.
Assumptions:	• The files and documents of the project have been archived.
Risks:	• Project documents and files are missing.
Risk Mitigation:	• Ensure documents and files are organized and in one place.
Budget:	
Reference Docs:	N/A