



Vlog 2: Project Prerequisites/ Planning

By Team Riker



Refresher: Project Idea

Team members:

- Archisha Bhattacharya
- Bulbul Arora
- Yixu Zhou

Project Idea:

- A scheduling app for students that will allow them to see their coursework and due dates in a Calendar view and on a Kanban Board

Business Case

BUSINESS CASE	
Proposed Project	Our proposed project is a scheduling app aimed at university/high-school students for organizing time to work on coursework, offering a calendar view and a Kanban board.
Date Produced	October 10, 2021
Background	Students are assigned coursework, such as assignments and exams, by their instructors in school. Often students are overwhelmed trying to manage their heavy coursework. It can be challenging to find time out of their busy schedules to work on their assignments and exams and submit everything before the deadlines. Additionally, students in different time zones can find it difficult to manage their coursework as they have to consider the time differences.
Business Need/Opportunity	Students are always looking for new ways that they can use to manage their time better. As students, they will want to manage their schedule effectively to complete their assignments and be prepared for their exams before the due date.
Options	Options considered: 1. Developing a proposed scheduling app with a Calendar view and Kanban board for our user groups (students) to use. 2. Developing a scheduling app with a Calendar view with an integrated to-do list (reduced scope) 3. Students will use a paper-based calendar planner available in the market. 4. Students will use an online calendar application.
Cost-Benefit Analysis	
1. Developing our proposed scheduling app with a Calendar view and Kanban board for our user groups (students) to use. <u>Costs</u> <ol style="list-style-type: none"> Software team of 3 for 3 months. Amazon Lightsail: \$3.50/month Additional technology cost. 	<u>Benefit</u> <ol style="list-style-type: none"> Increased productivity of students. Efficient progress tracking system for coursework using automated Kanban board. Visual representation of due dates in a month using a Calendar view.

2. Developing a scheduling app with a Calendar view with an integrated to-do list	
<u>Costs</u> <ol style="list-style-type: none"> Software team of 3 for 3 months. Amazon Lightsail: \$3.50/month Additional technology cost. 	<u>Benefit</u> <ol style="list-style-type: none"> Increased productivity of students. Progress tracking has to be done via to-do list, <u>no</u> automation as the user will have to manually maintain the list. Visual representation of due dates in a month using a Calendar view.
3. Students will use a paper-based calendar planner available in the market.	
<u>Costs</u> <ol style="list-style-type: none"> Financial expenditure of buying the planner from the market. Everything is handwritten. Not efficient as users will have to use a physical book. 	<u>Benefit</u> <ol style="list-style-type: none"> Flexible, depends on the user how they want to use the planner with options of monthly, weekly, and daily planning.
4. Students will use an online calendar application.	
<u>Costs</u> <ol style="list-style-type: none"> Tracking progress is not supported in most online calendar applications. Reduced quality as productivity decreases as users will have to use additional applications if they want a progress tracker. 	<u>Benefit</u> <ol style="list-style-type: none"> It is free of cost.
Recommendation	
Developing our proposed scheduling app with a Calendar view and Kanban board for our user groups (students) to use is the recommended approach to fulfil the business need. The	

Project Charter

PROJECT CHARTER											
Project Name	Riker Scheduling App										
Date Produced	October 10, 2021										
Project Goals	<input checked="" type="checkbox"/> The project strives to develop a scheduling application for our user groups (students) that will allow them to manage their time better. The application will give students the freedom to come up with productive schedules that work for them. It will help them efficiently complete their coursework before the due date.										
Project Objectives	<ul style="list-style-type: none">Effectively manage their schedules to dedicate time for working on their courseworkGet a visual representation of their monthly due dates.Track the progress of their coursework as "assigned," "in-progress," and "completed."										
Project Budget	Resources: \$20 Team members' man hours										
Project Sponsor	Dr. Tim Maciag, ENSE 374 Professor										
Project Manager	Archisha Bhattacharya, Developer										
Additional Key Project Stakeholders											
<table><tr><th>Name</th><th>Role</th></tr><tr><td>Archisha Bhattacharya</td><td>Developer</td></tr><tr><td>Bulbul Arora</td><td>Developer</td></tr><tr><td>Yixu Zhou</td><td>Developer</td></tr></table>		Name	Role	Archisha Bhattacharya	Developer	Bulbul Arora	Developer	Yixu Zhou	Developer		
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Overall Project Risks											
<ol style="list-style-type: none">Time constraint.Work is done remotely; no physical meeting of team members can cause conflict.The team lacks experience and knowledge with developing web applications.											

Stakeholder Register

STAKEHOLDER REGISTER				
Project Name	Riker Scheduling App			
Name	Project Role	Level of Power	Level of Interest	Level of Support
[Name of the person or group]	[Project role/title or the reason that they are a stakeholder]	[High/Low]	[High/Low]	[Supportive/Neutral/Unsupportive]
Team Riker	The team responsible for implementing the project	High	High	Supportive
Dr. Timothy Maciag	Sponsor	Low	High	Supportive
Students (Domestic and Overseas)	Customers/Users	Low	High	Neutral
Archisha, Bulbul	Users (Domestic)	High	High	Supportive
Yixu	User (Overseas)	High	High	Supportive

Stakeholder Engagement Plan

STAKEHOLDER ENGAGEMENT PLAN		
Project Name	Riker Scheduling App	
Name	About the Stakeholder	How to Engage the Stakeholder
Team Riker	High Power, High Interest and Supportive. The team is responsible for implementing the project.	The team will have weekly meetings to determine the next steps in completing the project. These meetings will also be a medium to understand the strengths of the team members and how they can be used to complete the project in time. The team will also have weekly or bi-weekly scrums with the sponsor to confirm that they are on track. Monitor the team's progress carefully to make decisions about future roles and to assign tasks as per strengths rather than assigning tasks equally.
Dr. Maciag	Low Power, High Interest and Supportive. Dr. Maciag is the sponsor and mentor for this project. Dr. Maciag will provide guidance but the decision-making power still remains with Team Riker.	The team will have weekly or bi-weekly scrums with Dr. Maciag. These scrums will include talking about past milestones and future steps. These scrums will guide the decisions made by the team while making important decisions about the project. Pay close attention to the remarks made by Dr. Maciag in the scrums as they might be useful going forward in the project.
Students (Domestic and Overseas)	Low Power, High Interest, Neutral. These students are our customers. These users were kept in mind while deciding on the project idea.	The customers will be briefed on what the application does and then will be monitored to determine the usability and utility of the project and if the project meets their requirements . Focus on some aspects while monitoring the customers. For overseas students, make sure that they are able to use the application effectively given the time difference. The application should automatically change the due date according to the student's time zone.

Project Scope Statement

PROJECT SCOPE STATEMENT	
Project Name	Riker Scheduling App
Project Deliverables	Detailed Description
[Deliverable]	[Describe this deliverable in as much detail as possible.]
Form affordances	Students need to input their course information to this form. Our web has three main affordances, assignment, lab, exam. So, students can view which event is coming soon.
Kanban board interface	We will try to use the code to create a calendar like Kanban board. Our interface needs to be easy to understand and use, just save students' time to learn how to use it.
Calendar view	The calendar will show the monthly calendar and the day of the exam and so on.
Project Exclusions	
[Indicate anything that will not be included in the scope of the project.]	
<ol style="list-style-type: none">1. Because the time is limited, we will only focus on helping students manage their coursework. We will not consider other careers like teachers etc.2. "Reminder" Feature: We would like to implement a notification system where the user gets a reminder every time something is due. This system is out of scope for us at this time.	

Project Roles and Responsibilities

PROJECT ROLES AND RESPONSIBILITIES		
Project Name	Riker Scheduling App	
Name	Role	Responsibilities
[Team member name]	[Their role or job title]	[Detailed description of their project responsibilities and job duties]
Archisha	Developer	RACI Visual Developing User stories Business Case Document Project Charter Project progress Vlog View Model Controller
Bulbul	Developer	Creating MVP Stakeholder Register Doc Stakeholder Engagement Plan Project Progress Vlog Lo-Fi prototyping View Model Controller
Yixu	Developer	Developing User Stories Project Roles and Responsibilities Project Scope Project Progress Vlog Model View Controller

User Stories with integrated RACI Chart

The screenshot displays a Team-Riker project board with the following structure:

- Navigation:** archishab / Team-Riker > Projects > RACI
- Filter cards:** Search bar with placeholder text "Filter cards".
- Columns:** Five columns representing different project areas or team members.
- Column 1: User Stories (5 items)**
 - As a student, I want to sign up for this app so I can use it to schedule my coursework (#8 opened by archishab) [User story]
 - As a student, I want to view my coursework in a calendar display so I can have a monthly view of my due dates (#2 opened by archishab) [User story]
 - As a student, I want to enter the details of my coursework into the application so I can view it (#1 opened by archishab) [User story]
 - As a student, I want to categorize my events as "assigned," "in-progress" or "completed" so I can view my progress (#3 opened by archishab) [User story]
 - As a student, I want to edit an event I previously created so I can change the details of that event (#7 opened by archishab) [User story]
- Column 2: Tasks (2 items)**
 - Determine Dashboard components (#12 opened by archishab) [Consulted]
 - Develop a prototype for the Dashboard (#13 opened by archishab) [Consulted]
- Column 3: Archisha (3 items)**
 - Project Charter Doc (#24 opened by bulbularora) [Accountable, Responsible]
 - Business Case Doc (#25 opened by bulbularora) [Accountable, Responsible]
 - RACI designations (#14 opened by bulbularora) [Accountable, Responsible]
- Column 4: Bulbul Arora (5 items)**
 - Stakeholder Engagement Plan (#22 opened by bulbularora) [Accountable, Responsible]
 - Stakeholder Register Doc (#23 opened by bulbularora) [Accountable, Responsible]
 - Lo-Fi for Kanban board (#16 opened by bulbularora) [Responsible]
 - Determine Sign Up form components (#9 opened by bulbularora) [Responsible]
 - Determine "Create Event" Form components (#4 opened by bulbularora) [Responsible]
- Column 5: Yixu Zhou (4 items)**
 - Project Roles and Responsibilities Doc (#20 opened by bulbularora) [Accountable, Responsible]
 - Project Scope Doc (#21 opened by bulbularora) [Accountable, Responsible]
 - RACI designations (#19 opened by bulbularora) [Consulted, Informed]
 - Lo-Fi for Calendar View (#17 opened by bulbularora) [Accountable, Responsible]

User Stories with MVP

archishab / Team-Riker > Projects > User Stories with MVP

Filter cards

+ Add cards ⚙ Exit fullscreen ☰ Menu

5 Enter an event

- #1 As a student, I want to enter the details of my coursework into the application so I can view it
Added by bulbularora
- Click "Create Event" to view the form
Added by bulbularora
- Fill out the form
Added by bulbularora
- Click "Save"
Added by bulbularora
- View the details of the event
Added by bulbularora

5 View (Calendar)

- #2 As a student, I want to view my coursework in a calendar display so I can have a monthly view of my due dates
Added by bulbularora
- Click on Calendar view from the Nav bar
Added by archishab
- View Monthly Calendar for due dates
Added by archishab
- Toggle between previous and future months
Added by archishab
- Click on an "event" to view details about that event
Added by archishab

4 View (Kanban Board)

- #3 As a student, I want to categorize my events as "assigned," "in-progress" or "completed" so I can view my progress
Added by bulbularora
- Choose an event
Added by YixuZhou
- Choose the appropriate tag: "assigned," "in-progress" or completed
Added by bulbularora
- Save Chosen preference
Added by bulbularora

6 Edit "events"

- #7 As a student, I want to edit an event I previously created so I can change the details of that event
Added by bulbularora
- Click on the chosen event
Added by archishab
- Click on "Edit event"
Added by archishab
- Change the appropriate fields
Added by archishab
- Click on "Save"
Added by archishab
- View the details of the event
Added by archishab


5 Sign up

- #8 As a student, I want to sign up for this app so I can use it to schedule my coursework
Added by bulbularora
- Click on "Sign Up"
Added by YixuZhou
- Enter your personal details
Added by YixuZhou
- Click on "Create Account" and be redirected to the Sign In page
Added by YixuZhou
- Enter your details to Sign in
Added by bulbularora

Team reflection

- How did you feel about this activity? What did you like about it? What did you dislike about it?
- What did you learn about yourself as you collaborated and worked on this activity (individually and as a team)
- How will you use (or not use) what you have learned/experienced in this activity going forward?
- What "stuff & things" related to this activity would you like more help with?

Activity Kanban

 archishab / Team-Riker > Projects > Project activity #2

0 To do + ...

1 In progress + ...

Progress Vlog

Added by bulbularora

3 Done + ...

Required Documents

- ☒ Business case document - Archi
- ☒ Project charter document (assume the instructor is the project sponsor if, of course, your project is approved/signed-off on by the instructor) - Archi
- ☒ (Envisioned) Stakeholder analysis document (building off the "who" from activity 1) - Bulbul
- ☒ separate or integrated stakeholder management plan document - Bulbul
- ☒ Project roles and responsibilities document - Yixu
- ☒ Project scope document - Yixu

Added by archishab

RACI Visual

Added by bulbularora

User Stories and envisioned MVP

Added by bulbularora

Thank you!