# Project plan

**Travel Advisor Web Application**

Author: Nesma Bahgat

Maysoon Magdy

Creation Date: 24-9-2019

Version: 1.0

**Revision History**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Author** | **Date** | Reason for change | Change by | Version |
| Nesma Bahgat | 29-4-2019 | Initial draft | Nesma Bahgat | 1.0 |
|  | 1-5-2019 | Changes after reviewing process | Nesma Bahgat | 1.1 |
|  | 2-5-2019 | Adding items in project’s scope | Nesma Bahgat | 1.2 |

**Contents**

[Introduction](#_Toc7448487) 4

[Purpose of plan](#_Toc7448487) 4

[goals and objectives](#_Toc7448487) 5

[business goals and objectives](#_Toc7448487) 5

[project goals and objectives](#_Toc7448487) 5

[Scope](#_Toc7448487) 6

[scope definition](#_Toc7448487) 6

[items beyond scope](#_Toc7448487) 6

[Assumptions](#_Toc7448487) 7

[project assumptions](#_Toc7448487) 7

[Constarins](#_Toc7448487) 8

[project constraints](#_Toc7448487) 8

[related projects](#_Toc7448487) 8

[critical project barriers](#_Toc7448487) 8

[Project management approach](#_Toc7448487) 9

[roles and responsibilities](#_Toc7448487) 9

[plan approach](#_Toc7448487) 10

[change reuests](#_Toc7448487) 11

[change reguests](#_Toc7448487) 11

[change reguest template](#_Toc7448487) 11

**INTRODUCTION**

Purpose of Plan

The Travel Advisor Web Application plan will provide a definition of the project, including the project’s goals and objectives. Additionally the plan will serve as an agreement between the following parties: Project Manager, Product Owner, Project Team, and other personnel associated with and/or affected by the project.

The Project Plan defines the following:

* Project purpose.
* Business and project goals and objectives.
* Scope and expectations.
* Roles and responsibilities.
* Assumptions and constraints.
* Project management approach.
* Project budget.

**Goals and objectives**

Business Goals and Objectives

Our business strategy will revolve around the need to provide quality service to our target customers, in the process fully satisfying their needs. This shall be undertaken through choose a professional team to work on Travel Advisor Web App (TAWA),ensure the product quality, and provide our

customers with their favorite places based on their reviews to gain customers loyalty in addition to their trust.

Project Goals and Objectives

TAWA is a web application dedicated for anyone who likes to travel, and/or discovering new and different places.

The project goals and objectives are:

* Finish the project before a week from it’s specified deadline time to apply the buffering process.
* Have a well-documented, managed and organized work products of the project to reuse them in other projects.
* Apply a well defined process to apply it in other projects.
* Increase the knowledge of the team members in this business domain.

**Scope**

Scope Definition

This project will consist of creating a web application with the main

functionalities that help users and guest to choose their targeted countries and flights, and a rating system so users can send their feedback and share their experience.

Non-functional scope is **Performance** only.

The project will be completed by 25-5-2019.

The targeted machines are **PCs** only.

The targeted platform is **Microsoft Windows** only.

The targeted browsers are Chrome, Firefox, Safari, Edge

Items beyond Scope

* Other non-functional except **Performance**.
* Other machines except **PCs** (Ex: Mobile, Tablets, etc.).
* Mac OS, IPhone, Android platforms.
* UI responsiveness.

**Assumptions**

Project Assumptions

* A search page which will be used by admin, so he can search for a specific user to do one of his features which is “deletion”.
* The website will have users from type “Guest” who are not registered in the website.

**Constrains**

Project Constraints

The following represents known project constraints:

 Time: The deliverable items are Mandatory on Friday of each week.

 Scope: The performance of the product is a mandatory need for the customer.

 Team formation: An obligatory process.

 The team shall deliver the following deliverables by Friday 3-5-2019.

* + - * Project Plan.
      * Project Schedule.
      * CM Document.
      * Risks Sheet.
      * Issues Sheet.
      * System Requirement Specification (SRS).
      * Requirement Traceability Matrix (RTM).
      * Software Interactive Questionnaire (SIQ).
      * Peer Review Sheet (PR Sheet).

Related Projects

MSN Travel Agency Project

Critical Project Barriers

* Low experience in practical work.
* Lack of knowledge in project managements.

**Project Management Approach**

Project Roles and Responsibilities

|  |  |  |
| --- | --- | --- |
| **Role** | **Responsibilities** | **Participant(s)** |
| Project Manager | 1. Manages project in accordance to the project plan. 2. Supervises consultants. 3. Provide overall project   direction.   1. Direct/lead team members   toward project objectives.   1. Handle problem resolution. 2. Manages the project budget. 3. Update the plan. 4. Manage Risks. | Nesma Bahgat |
| Scrum Master | 1. Ensure the process is followed. 2. Helps people improved. 3. Remove barriers. 4. Ensure progress is radiating. 5. Facilitate collaboration. 6. Support the team. 7. Build trust. 8. Support the team. 9. Helps runs stand ups, planning and reviews. |  |
| Product Owner | 1. Owns the product backlog. 2. Decides on release dates and content. 3. Prioritize backlog. 4. Can change feature and priority every iteration. | Eng. Marwan |
| Delivery team | 1. Presents working software to customer community. | Mayson Magdy,  Asmaa Hamdy, Sara Sayed, Mahmoud Yasser,  Esraa Salah |

**PLAN APPROACH**

Agile MINDSET is applied to the project due to rapid change and fixed time constraints, SCRUM METHODOLOGY HAS BEEN USED.

The project consists of five sprints, the duration of each sprint is one week.

Each sprint ends with a set of work products.

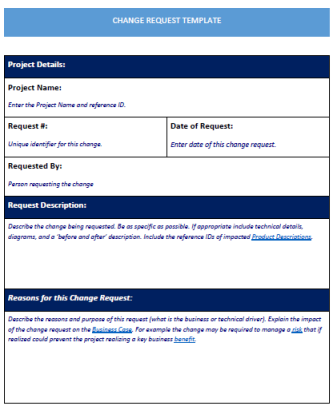
A daily stand up meeting is done to discuss the team progress, the issues faced the team and the work to be done.

**Change Requests**

Change Requests

In case of the customer wants to add or update new feature/s to the system, there will be an analysis process to determine the priority of the new feature, then the team will de-scope the feature/s which have the lowest priority to maintain their efforts and milestone dates.

Change Request Template

****