Team D – Pheonix – Project Management collaboration tool

**Client**: Dr. Michael Oudshoorn

**Team Members’ Roles**

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| Project Name: | Slack/Hipchat collaboration tool |
| Team Name: | Phoenix |
| Team Members: | 7 |

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| Team Member | Role | Email | Contact No. | Responsibilities |
| Sanjay Bedudoori | Primary Contact | [S528106@nwmissouri.edu](mailto:S528106@nwmissouri.edu) | +1 660-528-0163 | Represents the entire team and primary contact to the client. Communicates project progress, issues and changes with the client. |
| Venkata Bhardwaj Avasarala | Client Management | [S528103@nwmissouri.edu](mailto:S528103@nwmissouri.edu) | +1 660-528-0954 | Responsible for meeting with a client, give updates to the client and get requirements from client. |
| Sudharshan Reddy Kankara | Requirements management | [S528138@nwmissouri.edu](mailto:S528138@nwmissouri.edu) | +1 660-528-0849 | Responsible for requirements gathering, maintaining and updating them as per client. Also, makes sure that these requirements are met. |
| Shravani Alampalli | Issues management | [S528100@nwmissouri.edu](mailto:S528100@nwmissouri.edu) | +1 484-644-8469 | Responsible for tracking all the issues and ensures that they are resolved on time. |
| Hemanth Sai Kishore Nersu | Data Management | [S528158@nwmissouri.edu](mailto:S528158@nwmissouri.edu) | +1 660-528-0191 | Responsible for collecting, storing, managing the data in the database and connect data with the system. Manages all the data of the project including the database. |
| Anudeep Reddy Mallidi | Quality and testing management | [S528146@nwmissouri.edu](mailto:S528146@nwmissouri.edu) | +1 660-541-3937 | Responsible for handling quality and testing throughout the SDLC process. Manages test cases and provides appropriate deliverables for the test modules. |
| Vineeth Gajula | Communications and documentation management | [S528124@nwmissouri.edu](mailto:S528124@nwmissouri.edu) | +1 660-528-0509 | Manages all the documentation and communication for the project. Tracks all the changes and maintain them. |

**Problem Statement:**

Teamwork is used across many organizations to enhance performance, employee unity and company culture. Teams use different tools for shared calendar, messaging and shared documents for communicating among themselves. Team members should switch between different applications to share or exchange information. Therefore, there is a need for a collaboration tool that integrates all the tools and avoid all that constant switching between apps.

The collaboration tool is an innovative model that addresses these challenges, it supports messaging, where messages are sent directly to a person or to a group of people. All files, images, PDF's, documents and spreadsheets can be shared with everyone and stored in google drive by giving access permissions to team members. Group meetings can be scheduled in shared calendars. Sending notifications and reminders to team members about task deadlines and task progress. Team members can collectively edit documents using google docs API. Posting deadlines for the tasks so that an individual can track his/her performance and push notifications about the status of the task. The permissions will be assigned to different users based on their role in the organization which can be managed by the Administrator.