1. **Gajula, Vineeth**
2. Team D – Phoenix
3. Client: Dr. Michael Oudshoorn (oudshoorn@nwmissouri.edu)
4. Project: Slack/Hipchat collaboration tool
5. Team Role: Communications and documentation management
6. Iteration plan:

I have been assigned the role of Communications and documentation management for this project. I am responsible for tracking the changes in documentation and manage the communications for the project.

**Accomplishments made last week:**

* Discussed about the functional specifications and the software architecture of the project.
* Documented the project materials and ensured that they are pushed to the GitHub repository by Sanjay.
* Added few more test cases to the SRS for shared calendar requirement.
* Modified the requirements document.
* Proofread the task management test cases which were developed by Sanjay.
* Updated the current problem statement.
* Researched few software architecture sample documents and analyzed the crucial aspects of our project like what are the different view levels, dynamic aspects etc.
* I spent around 37 hours outside class towards the project.

**Tasks to complete this week:**

* Document the software architecture which describes the structure of the system and analyzes all the relationships among the elements involved.
* Proofread the test cases prepared by anudeep for the shared document requirement.
* Develop prototypes for the shared calendar requirement.
* Document the functional specification for the shared calendar requirement.
* Document the remaining test cases for shared calendar requirement.
* Develop PERT chart to represent tasks for the project.
* I will dedicate around 40 hours this week outside the class to contribute towards the progress of the project.

**Copy of a complete post from one week ago**

**Gajula, Vineeth**

Team D – Phoenix

Client: Dr. Michael Oudshoorn (oudshoorn@nwmissouri.edu)

Project: Slack/Hipchat collaboration tool

Team Role: Communications and documentation management

Iteration plan:

I have been assigned the role of Communications and documentation management for this project. I am responsible for tracking the changes in documentation and manage the communications for the project. I think 15% of work is completed by writing test cases for shared calendar requirement, Cost/Time Distribution, and Drawing Gantt charts. I think that the requirements in which am involved are a reasonably on schedule for this week.

**Accomplishments made last week:**

I have written test cases for the use case diagram for the shared calendar. We have updated the requirements document and now shared calendar falls under requirement 2. So, I have finished writing different test cases for requirement R 2.1 to R 2.5 each having a short description, test case scenario and an expected output in a tabular format. I also completed writing Cost/Time Distribution document which covers the budget estimation in terms of hours for this project. I have also designed a Gantt chart for showing the amount of work done and planned work to be done for GDP 1. I have documented the effort distribution as part of individual submission. I spent around 40 hours outside class towards the project.

**Tasks to complete this week:**

* Meet with the team and discuss on functional specifications.
* Update the current problem statement.
* Push all the midterm project materials to the GitHub repository.
* Manage the documentation for this week’s group report and make sure it gets pushed to the GitHub repository.
* I will dedicate around 40 hours this week outside the class to contribute towards the progress of the project.