Readably
Project Plan

1 Introduction

This project plan contains organization and assign roles of team members, specify project milestones, the process of construction of the project.
This project will be a web based application project.
This project's goal is to make a intuitive online bookstore for easy use.
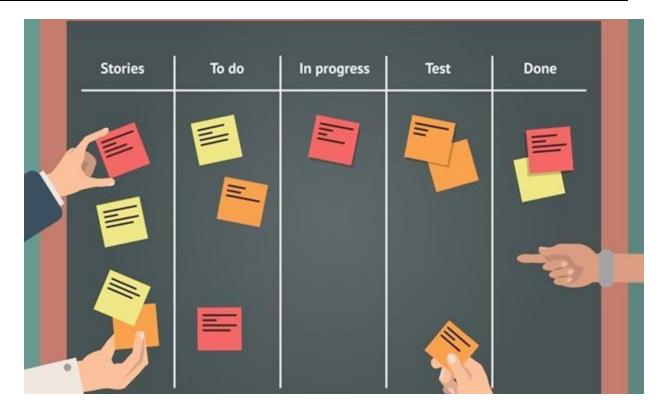
2 Project organization

Readably's communication channels are KanbanFlow, Google Drive, WhatsApp and Readably uses Github Flow.

Team Member	First Role	Second Role
Fatma Çiğdem Tosun	Software Developer	Software Project Manager
Kaan Nuri Beyhan	Software Developer	Software Analyst
Remzi Çiçek	Software Developer	Software Architect
Neşe Gamze Uyanık	Software Developer	Software Configuration Manager
Kerem Üremez	Software Developer	Software Tester

3 Development process and measurements

Readably uses Kanban which is a Agile methodology. Kanban is all about visualizing your work, limiting work in progress, and maximizing efficiency. Readably Team focuses on reducing the time it takes to take a project from start to finish by using a kanban board and continuously improving their flow of work.

   Readably tracks progress by using a kanban board and Readably Team meets weekly to review their progress. Readably Team also works continuously and parallel to each other while communicating via various channels.

   For iteration assessment, Project Burndown and Iteratıın Burndown reports, the kanban board plays a crucial role since the data from the kanban board is used to produce these reports.

4   Project milestones and objectives

Iteration	Primary Objectives (risks and use case scenarios)	Scheduled start or milestones	Target velocity
I1	Software Vision, Project Plan **Risk:** Detailed Software Vision and Project Plan can be a time waste because in progressive stages, project objectives might change.	28.02.2020 14.03.2020	6 hours

	Risk Mitigation: Keep the Software Vision and Project Plan simple enough to not waste time but efficient enough to meet expectations and achieve goals.		
I2	Software Requirements Document **Risk:** Wrong decisions can increase the cost and/or make the project too complex. **Risk Mitigation:** Making decisions well and document them when all of the group is confident about it.	16.03.2020 30.03.2020	20 hours
I3	Architectural Notebook, System Test Case Definitions, Risk Management Report, Configuration/Change Management Report **Risk:** Incorrect test cases and inefficient architecture can lead to a product that is not satisfying to the customers. **Risk Mitigation:** Architectural design and test cases should be defined according to the requirements of	20.03.2020 06.04.2020	30 hours

	the customers.		
I4	Software Design Document, Coding Standard

Risk: Inappropriate development environment and inconsistent designing can cause increased cost and wasted time.

Risk Mitigation: Designing must be consistent and efficient coding standards must be implemented. | 06.04.2020 04.05.2020 | 40 hours |
| I5 | Software Test Result Report, Risks Management Report, Configuration/Change Management Report, Presentation

Risk: Untested components reduce product quality.

Risk Mitigation: All components should be tested and documented appropriately. A document containing information about the performed actions and the result of this performance. | 04.05.2020 25.05.2020 | 35 hours |

3   Deployment

Readably Team utilizes Github Flow for deployment.

- Every team member has a different branch on the project repository.
- If a team member wants to make a change, she/he must make a commit on their branch and make a pull request for that commit.
- The pull request is reviewed by other team members and if there is a problem, team discusses about it.
- After revision, if the commit is approved by other team members, commit is merged to master.

4   Lessons learned

What Readably Team learned is listed below:

- Different project models and which project model is the best for the project.
- How to make roadmap for Readably project.
- Importance of software project stages and how to be organized for them.
- Teamwork and how to improve it.
- Roles of the team members and their responsibilities.