

# Project planning tasks

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# agile software development

## Agile manifesto statements

*Individual and interactions over process and tools*

*Customer collaboration over contract negotiation*

*Working software over comprehensive documentation*

*Responding to change over following a plan*

## Agile teams are

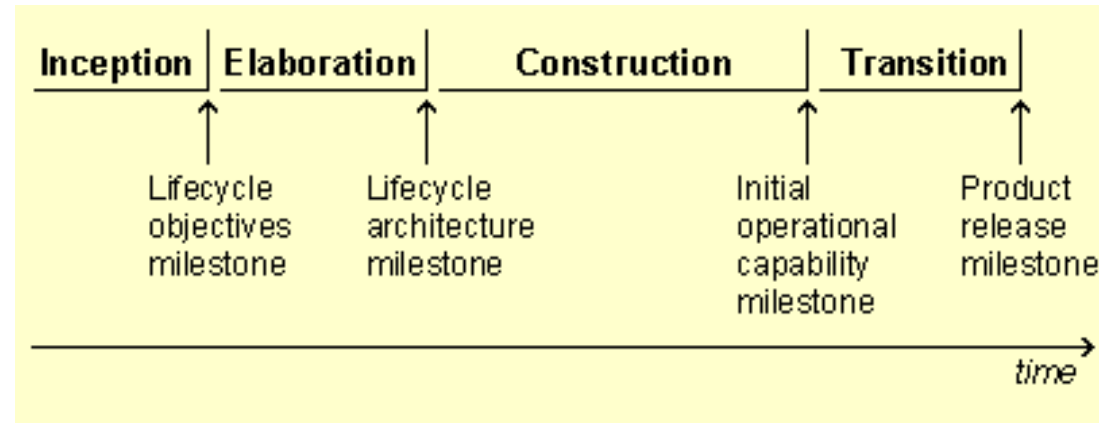
*Individual awareness:                      how can I be the best me*

*Team awareness:                              how can I help the team*

*Enterprise awareness:                      how can I help my organization (project)*

*Community awareness                      how can I give back to my community*

# project phases and milestones (OpenUP)



source:

[http://epf.eclipse.org/wikis/openup/practice.mgmt.risk\\_value\\_lifecycle.base/guidances/concepts/phase\\_milestones\\_5678231E.html](http://epf.eclipse.org/wikis/openup/practice.mgmt.risk_value_lifecycle.base/guidances/concepts/phase_milestones_5678231E.html)

# inception phase

Inception is about understanding the project scope and objectives

***Understand what to build.** Determine an overall vision, including the **scope of the system and its boundaries**. **Identify** the stakeholders: **who is interested in this system** and what are their success criteria?*

***Identify key system functionality.** Decide which requirements are most critical.*

***Determine at least one possible solution.** Assess whether the vision is technically feasible. This may involve identifying a candidate high-level architecture.*

***Understand** the high-level estimate for cost, schedule, and risks associated with the project.*

source:

[http://epf.eclipse.org/wikis/openup/practice.mgmt.risk\\_value\\_lifecycle.base/guidances/concepts/inception\\_phase\\_C4456871.html](http://epf.eclipse.org/wikis/openup/practice.mgmt.risk_value_lifecycle.base/guidances/concepts/inception_phase_C4456871.html)

# presentation of project scope and goals

Each team must decide what to present in milestone 1. The guidelines that follow are just suggestions.

Project presentation

Project timeline

Communication plan

(Focus on agile software development)

# project presentation guidelines

Start working on

*Context*

*Problem*

*Goals*

*Tasks (draft)*

*Expected results*

*Related work and technologies*

... and also

*Project timeline, communication plan and assignments by team member*

# project timeline

Tasks list

Project schedule

*project due date by the end of ; be aware of the Students@DETI event*

Milestones (4)

*number and short description (< 120 chars)*

Deliverables

*things the project needs to deliver (e.g., software packages and reports)*

Duncan Haughey. Project planning a step by step guide. <http://www.projectsmart.co.uk/project-planning-step-by-step.php>. Accessed February 20, 2015.

# communication plan

Project website + Github / Trello / Jira ...

*Project plan*

*Reports and presentations*

*Role and list of activities by team member*






*Repository (Git, Svn, ...)*

*Private (team) information*

*Give access to the supervisors and course instructors*



# communication plan (example)

 DESCRIPTION	 FREQUENCY	 CHANNEL	 AUDIENCE	 OWNER
Status updates	Weekly	Bordio	All stakeholders and project team	Project owner
Key stakeholder updates	Bi-weekly	Microsoft Meets	Key stakeholders	Project owner
Milestone updates	Upon completion	Bordio	Project team	Project owner
Issues	Immediately after identified	Slack	Project manager and project team	All project team members

Source: <https://bordio.com/blog/project-communication-plan/>

# Keywords for a successful project

1. **Commitment:** the feeling of responsibility that a student has towards the goals, mission, and results of the project
2. **Time management:** work regularly 1 day per week
3. **Communication** with teammates and supervisors
4. **Attitude:** to be proactive, to be trustworthy!

# to do list (summary)

→ Project presentation (10 minutes) + discussion

context, problem, goals, tasks, expected results, related work and technologies (draft),  
calendar, communication, assignments by team member and so on...

project website

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*Eclipse (2007). Introduction to OpenUP (Open Unified Process). <https://eclipse.org/epf/general/OpenUP.pdf>. Accessed February 20, 2015.*

*Scott Ambler (2013). Going beyond Scrum. Disciplined Agile Consortium, white paper series. <http://disciplinedagileconsortium.org/Resources/Documents/BeyondScrum.pdf>. Accessed February 20, 2015.*

*Intel Corporation (2012). IT project planning guide for Intel – Active management technology deployment. [https://downloadcenter.intel.com/Detail\\_Desc.aspx?DwnldID=21058&lang=eng](https://downloadcenter.intel.com/Detail_Desc.aspx?DwnldID=21058&lang=eng). Accessed February 20, 2015.*