**44-618-Project Management in Business and Technology**

**Section 01 - Group 05: Milestone 01**

**Project title: A Guide to Project Management**

**Description:**

This project is about an interactive website to assist Northwest Missouri State University students who all are taking 44-618 Project Management in Business and Technology. This Interactive website help students to learn all the 5 process groups (initiating, planning, executing, monitoring & controlling, and control) and all 10 Knowledge Areas.

**Team name:** Envision

**Team member names:**

1. VenkataSandeep Katrevula
2. Sai Kiran Doddapaneni
3. Chatur Veda Vyas Kurma
4. Harsha Vardhan Reddy Nallavolu

**Client:** Dr.Denise M Case

**Team logo:**

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**Working as a team together:**

We all will be working together with organized coordination. Will work together with diligence and motivation to lead a project toward success. As we all have defined the responsibilities of our individual roles, will look forward to work by supporting each other.

**Team meetings:**

Our team meets at B D Owens Library to keep track of the project on Every Monday and Wednesday from 11 AM to 12noon. Frequent online meetings whenever it's necessary.

**Contacting each other:**

We will be communicating using Northwest Email and Skype for Business to have quick online meetings.

**Dealing with a non-participating team member:**

As we all are the active team participants, hoping that everyone diligently works on this project. Due to any reasons any of the team member falls behind, all the other team members will support and encourage him.

**Roles:**

|  |  |
| --- | --- |
| **Area/Topic** | **Responsible Team members** |
| Project Manager | VenkataSandeep Katrevula |
| Team Lead | Sai kiran Doddapaneni |
| Content Developer | Chatur Veda Vyas Kurma  VenkataSandeep Katrevula |
| Web Application Developer | Harsha Vardhan Reddy Nallavolu  Chatur Veda Vyas Kurma  [Sai kiran Doddapaneni](https://nwmissouri.instructure.com/groups/18043/users/23970) |
| User Interface Developer | [Sai kiran Doddapaneni](https://nwmissouri.instructure.com/groups/18043/users/23970)  Chatur Veda Vyas Kurma |

**Project Manager:** Venkasandeep Katrevula

* Accountability to the project
* Ability to maintain client expectations
* Motivating team
* Monitoring schedule and tracking project progress
* Risk management
* Assigning tasks to individuals
* Updating Client regarding the project status

**Team Lead:** Sai kiran Doddapaneni

* Communicating with team
* Assigning work to the team members
* Guidance and instructions to the individual team members
* Motivating team
* Providing training in required areas

**Content Developer:**

* Gather and organize the required content to meet the client requirement
* Before Publishing editing and proofreading
* Will be using search engine optimizing techniques

**Web Application Developer:**

* Website and software application designing, building, or maintaining
* Using scripting or other languages, management tools, content creation tools, application and digital media
* Editing, writing, or designing website content, and directing team members who product content
* Determining user needs by analyzing technical requirements

**User interface developer:**

* Create a web application front end as per design comps and information architecture.
* Integrate application front end with application content
* Follow best practices and standards for accessibility and cross-browser compatibility
* Ensure design consistency with the client’s development standards and guidelines

Signatures:

***VenkataSandeep Katrevula***

Type your first and last name in the space above.

***Sai kiran Doddapaneni***

Type your first and last name in the space above.

***Chatur Veda Vyas Kurma***

Type your first and last name in the space above.

***Harsha Vardhan Reddy Nallavolu***

Type your first and last name in the space above.