

A FULL EXPERIENCE
IN A SMALL AND INTIMATE HOTEL
WITH HISTORIC FLAVOR

RED TEAM

Hotel Management Software Development Project

[Deliverable 1: Project Plan]



SEPTEMBER 18TH, 2022



Client Information :

Hôtel Manoir Ramezay – Vivian (Proprietor)


492, rue Claude de Ramezay (Route 227),

Marieville (Québec) J3M 1J6

Telephone : (450) 460-3251 | E-mail: info@manoirramezay.com

CERTIFICATIONS:

I, Red Team LEADER, **Patrick Larocque # 0879202**, certify that I have contributed to this deliverable.

Signature:  Date: 2022-09-18

I, Red Team MEMBER, **Li Yu # 2295012**, certify that I have contributed to this deliverable.

Signature:  Date: 2022-09-18

I, Red Team MEMBER, **Gerasimos Vlassopoulos # 2295049**, certify that I have contributed to this deliverable.

Signature:  Date: 2022-09-18

I, Red Team MEMBER, **Murat Osmonov # 219501**, certify that I have contributed to this deliverable.

Signature:  Date: 2022-09-18

I, Red Team MEMBER, **Chi-Tao Li # 9730157**, certify that I have contributed to this deliverable.


Signature:  Date: 2022-09-18

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I. Statement of Prior Works

The work herein is possible in part due cumulative learning assignments and projects undertaken in the past, as part of the team's Software Development curriculum. As such, some of the ideas or technical skills used in this project originate partially from prior work. The table below lists past projects undertaken by members of the Red Team, which may contribute in part to elements found in the scope of this project.

| Past Projects | Tools Used | Contributor(s) |
|---|---|------------------|
| Mock-ups for personal websites, Application Dev 1 | Adobe Photoshop, Cava, Figma | All membres |
| Simulation Program | Java and Java Swing | Chi-Tao Li |
| Car Rental System | MS SQL Server | All members |
| Inventory Management System | Apache Derby Database, Java, and Java Swing | Patrick Larocque |
| Issue Tacker | C#, Google API, .NET, Firebase | Patrick Larocque |

II. Executive Overview

The present document should serve to **define the working relationship** between the Red Team and the client, Manoir Ramezay – Hotel, Restaurant & Spa. The Red Team, in collaboration with Manoir Ramezay agree to partner towards the resolution of a concrete business problem affecting the client. A series of reports will serve to outline the scope, and plan for executing a software solution, including a profile of the business operations at Manior Ramezay, an analysis of the business domain and environment in the context of the hospitality industry, an analysis of the clients existing information system, an examination of current user experiences along with proposed improvements to the user experience, a diagnosis of the business problem to be addressed, a prototype database and user interface solution, and an **eventual implementation of an approved and tested integrated software solution.** Our proposed software solution has as its aim to definitive value-add to the client.

Below, the reader will find the first of these reports, detailing the preliminary scope, client profile, and organizational efforts critical to the success of the project described above.

In order of appearance, the client profile will serve as an introduction to the client’s business, its domain, environment, and industry. A short staff profile will precede a preliminary sketch of the business problem affecting the client, as it is presently understood.

Following the client profile, the reader will find a detailed account of the Red Team’s organizational structure, including specifics concerning the virtual location of any online repositories or digital assets, viable communication strategies, a statement on the Red Team’s business ethics and core principles, a breakdown of the areas of responsibility assume by each party member, the Red Team’s contact information, and finally a detailed Work Breakdown Structure (WBS) and Gantt chart, which will serve to project the schedule, **cost,** and resources needed to complete the project on time and on budget, at each stage of the process.

III. Client Profile

Manoir Ramezay

Manoir Ramezay – Hotel, Restaurant & Spa is a small and cozy 3-star establishment, located in Mariville, Quebec. Vivian and her husband purchased the property and business in 2018. There are a total of 14 rooms (5 suites, 9 standard), and a total of 5 staff (the owners that oversees all operations, a front desk clerk, a maintenance assistant, and a custodian). The hotel's history is preserved through its decorations and ambiance, while also featuring a restaurant and a roof-top terrace that includes a 4-season spa and living room area for guests to enjoy.

Computer Skills and Literacy

After a preliminary consultation with the client, staff at Manior Ramezay have reported that their computer skills and literacy are average. Owners Vivan and her husband have working knowledge of Microsoft's Office suite, along basic competency with email, web navigation. Both owners, along with their front-desk staff regularly use the business' current booking platform, which is a web based integrated booking tool called FreeToBook, integrated into their [website](#). Managing a GUI based content management system (CMS) is an approach that will be investigated further in future reports.

Business Problem

Guest can book a room at Manoir Ramezay through various channels including by telephone, through their [website](#), as well as through multiple third party booking platforms, these being [Booking.com](#), [Expedia](#), and [AirBnB](#). Herein lies the beginning of the business problem at hand. Rooms booked via external channels, such as third-party booking platforms, do not update

any internal information systems to reflect the changes in room availabilities. When the staff receives a notification (usually by email) that a room was booked on a third-party platform, the staff manually modifies a pen-and-paper ledger of room availabilities. This physical ledger acts as the only unifying document keeping record of clients, and availability across all-platforms at any given time, and must constantly be manually updated and referenced.

Moreover, when a client books a room directly through Manoir Ramezay's website, or by phoning in, the front-desk staff must manually send an email confirmation with the clients booking details, as there are no automated systems in place. The same process of transcribing booking details into the physical ledger must then be done. In the case of repeat clients, the business has no automated system in place to find a record of the client's past bookings, or any of the personal information to facilitate a repeat visit. Staff must either rely purely on memory, or, more likely, ask the client for all their personal details once again, and for each visit thereafter. This may lead to a spoiled experience for a returning customer.

Given that the business uses disparate and inefficient booking systems with respects to their booking experience, the Red Team proposes an integrated software solution, which will serve to unify the booking management process into one easy to use and easy to maintain tool. The aim of this solution will be to improve the customer experience, along with the efficiency, consistency and ease with which bookings are managed.

IV. Team Organization

The Red Team functions via regular, synchronous virtual meetings, occurring twice or three times weekly. Documents are shared through online repositories hosted on GitHub, and through a dedicated Microsoft Teams channel.

Regular Team Meetings

Initial meeting took place virtually on Friday September 2nd, 2022. Introductions were exchanged and each member set out to establish the area of responsibilities that would maximize their contributive efforts. The Red Team agrees to meet according to the schedule outline in the team logbook, three times a week, during allotted time windows, as well as additional elective meetings if required. Meetings are to occur during working hours, between 9am and 5pm on weekdays. Emergency meetings can also be held in addition to the scheduled meeting times (upon agreement by all the members) if immediate action or decision is required. Refer to **Appendix 1.1** for a sample team agenda. Meetings with Manoir Ramzey are facilitated primarily by Li Yu, until working business connections are established with other team members. Such meetings may take place virtually, or in person, according to the client's discretion.

Online Repositories

GitHub serves as the primary online repository for this project. It is decided that the contents within GitHub will be managed in a collaboratively manner but will be monitored by the designated deliverable team leader. The GitHub link can be found [here](#). The team will also use Microsoft Teams to meet virtually and synchronously, as well as to store and share documents.

Communication Strategies

Microsoft teams is chosen as the primary communication tool used to meet virtually, as it provides a host of features including screen sharing, file hosting, meeting agendas and more. It is expected that every team member contribute to group discussion and decisions. Team members agree to regular log into the chosen communication channels to stay up to date with updates and tasks to be completed. Team members are expected to communicate in a professional, and cordial manner. Any disputes with regards to project decisions will be resolved diplomatically. There will be no tolerance for disrespectful or hateful speech or behavior. The same professional code of conduct is to be followed when communicating directly with the client. A collaborative and supportive working environment will ultimately facilitate a better outcome

Areas of Responsibilities

As the project progresses, the area of responsibilities changes within each deliverable. Each member is obliged to participate in a collaborative manner, with consideration made to the strengths and weaknesses of team members when possible. A rotating team-leader will be appointed at the beginning of stages of each deliverable. Below is an outline of the areas of responsibilities agreed upon for the present deliverable.



| Team Member | Areas of Responsibilities |
|-------------|--|
| Patrick L. | <ul style="list-style-type: none">- Deliverable 1 Team Leader- Recording the meeting minutes.- Gantt Chart/WBS Completion- Ensuring quality, formatting, and submission of report |
| Chi-Tao L. | <ul style="list-style-type: none">- Communication Facilitator- Report Formatting- Setting up Online Repositories.- Designing Gantt Chart |

| | |
|--------------|---|
| Li Y. | <ul style="list-style-type: none"> - Primary Contact of client - Client Profile |
| Murat O. | <ul style="list-style-type: none"> - Project Documentation |
| Gerasimos V. | <ul style="list-style-type: none"> - Project Documentation |

Contact Information

Below are the contact details for each team member, along with Manoir Ramezay's contact information:

| CLIENT NAME AND BUSINESS | PHONE NUMBER | E-MAIL |
|---|----------------|--|
| Vivian (Proprietor) Manoir Ramezey – Hotel, Restaurant & Spa <i>492, Rue Claude De Ramezay (Route 227), Marieville (Québec) J3M 1J6</i> http://manoirramezay.com/ | (450) 460-3251 | INFO@MANOIRRAMEZAY.COM |

| TEAM MEMBERS | PHONE NUMBER | E-MAIL | PREFERENCES |
|------------------------|--------------|---------------------------------|-----------------|
| Patrick Larocque | 819-239-8520 | 0879202@edu.vaniercollege.qc.ca | Phone, MS Teams |
| Li Yu | 514-578-0608 | 2295012@edu.vaniercollege.qc.ca | MS Teams |
| Gerasimos Vlassopoulos | 438-878-8328 | 2295049@edu.vaniercollege.qc.ca | Phone, MS Teams |
| Murat Osmonov | 514-600-8320 | 2195019@edu.vaniercollege.qc.ca | Phone, MS Teams |
| Chi-Tao Li | 514-618-3289 | 9730157@edu.vaniercollege.qc.ca | Phone, MS Teams |

Appendix 1.1 – Sample Agenda

Red Team | Meeting 3

Location: Virtual – Microsoft Teams

Date: Wednesday, September 7th, 2022

Attendees: Patrick Larocque, Li Yu, Gerasimos Vlassopoulos,
Chi-Tao Li, Murat Osmonov

Start Time: 11:00am | **End Time:** Noon

----- MEETING AGENDA / MINUTES -----

Discussion Topics:

- Update from Potential Clients
- Finalize Division for Deliverable 1
- Future Meetings

Time Allocated:

| |
|------------|
| 30 minutes |
| 15 minutes |
| 5 minutes |

----- TEAM DISCUSSIONS -----

Update from Potential Clients:

11am – 11:30am

✦ Updates:

- Li's client Hotel Ramsey is having pertinent difficulty with past bookings. No record of preferences, contact info or other relevant information is easily available for repeat bookings. Making the process less than seamless. Perhaps there can be a traditional database solution for keeping track of past reservations/ clients. The business also has more conventional problems, such as inventory for their restaurant, or scheduling for room services & clean-ups.

✦ Decision:

- Upon discussion with professor, Hotel Ramsey is a possible choice; but another business Problem may need exploring.

- The team agrees that gathering more info about the business (for more technical details on what systems they have in place with respects to the FreeToBook system, and database they have in place currently, what technical processes they have in place to track past reservations is in order).

- The team agrees that Manior Ramsey appears as the best candidate client at present. The team agrees to move forward with this client in hopes to come up a vision for a suitable software solution to the business problem(s) as they are presently understood.

✦ Event:

- Unanimous vote to stay with Hotel Ramsey as Primary Client.

- Acquired Primary Client for Hotel Ramsey: Contact: info@manoiramezay.com
The name of the business owner is Vivian.

- Professor disagreed with the use of Excel for Gantt Chart; therefore, Chi-Tao initiated transfer of info into Project Libre.

V. Work Breakdown Structure (WBS) & Gantt Chart

Appendix 1.2 provides a detailed visual illustration and breakdown of the tasks, assignees, task descriptions, task dependencies and a tentative schedule for the entirety of the project's timeline. Refer to the **proceeding** PDF:

| ACTIVITIES | ASSIGNEE | START | DUE | DPD | TASK EXPLANATIONS | % |
|--|-------------------|--------|--------|-----------------|--|------|
| 1st DELIVERABLE (D1) Project Plan: | | 01/Sep | 18/Sep | | - | 100% |
| <input checked="" type="checkbox"/> D1 Requirements | Red Team | 01/Sep | 16/Sep | | | 100% |
| 2 <input checked="" type="checkbox"/> Identify potential clientele | Red Team | 01/Sep | 07/Sep | | Each member to contact clients & find one or more clients to choose by team vote. | 100% |
| 3 <input checked="" type="checkbox"/> Acquire teams contact info | Red Team | 02/Sep | 04/Sep | | Team members contact info distributed + establish best way to communicate. | 100% |
| 4 <input checked="" type="checkbox"/> Schedule for team meetings | Red Team | 02/Sep | 04/Sep | 3 | Team consensus on frequency of meetings. | 100% |
| 5 <input checked="" type="checkbox"/> Render client decision | Red Team | 07/Sep | 07/Sep | 2 | Majority vote on 2-4 potential clients to explore further. | 100% |
| 6 <input checked="" type="checkbox"/> Distribution of workload | Red Team | 07/Sep | 12/Sep | 5, 2 | Deliverable team leader assigns & monitors team members' organization and areas of re | 100% |
| 7 <input checked="" type="checkbox"/> Evaluate client business problems | Red Team | 07/Sep | 12/Sep | 2 | Team consensus to narrow choice of client for project; Suggested project scope to be appi | 100% |
| 8 <input checked="" type="checkbox"/> Feasibility Study | Red Team | 09/Sep | 16/Sep | 5 | Exploring various business problems to be solved by implementation project. | 100% |
| <input checked="" type="checkbox"/> D1 Project Submission | Red Team | 02/Sep | 18/Sep | | - | 100% |
| <input checked="" type="checkbox"/> Team logbook journal #1 | Patrick Laroque | 02/Sep | 14/Sep | | In a form of a Logbook; Detail record of all decisions, activities and team's participation an | 100% |
| 11 <input checked="" type="checkbox"/> Online Peer Evaluation | Red Team | 14/Sep | 16/Sep | | Peer assessment form, to be completed by each team member. | 100% |
| 12 <input checked="" type="checkbox"/> Project Report | PL, CL | 15/Sep | 18/Sep | 31, 30, 29, 25, | Complied and formatted deliverable 1 document. | 100% |
| 13 <input checked="" type="checkbox"/> Submit PDF | Patrick Laroque | 18/Sep | 18/Sep | 12 | Deliverable 1 milestone. | 0% |
| <input checked="" type="checkbox"/> D1 Documentation | Red Team | 04/Sep | 16/Sep | | - | 100% |
| <input checked="" type="checkbox"/> Team organization | PL, CL | 04/Sep | 16/Sep | | Brief descriptions of how the team is to be organized in the deliverable. | 100% |
| 16 <input checked="" type="checkbox"/> Online repositories | Chi-Tao Li | 04/Sep | 09/Sep | | Use of online archive(s) for the storage of digital objects, specified in the report. | 100% |
| 17 <input checked="" type="checkbox"/> Communication Strategies/Policies | Red Team | 04/Sep | 09/Sep | | Ways the team communicates and policies implemented during contact with the team. | 100% |
| 18 <input checked="" type="checkbox"/> Area of Responsibilities | Red Team | 04/Sep | 09/Sep | | Identify deliverable's team leader, primary contact person for the client and other areas | 100% |
| 19 <input checked="" type="checkbox"/> Regular Team Meetings | Patrick Laroque | 04/Sep | 16/Sep | 3, 4 | Record of when and where meetings occur; Include in a sample agenda. | 100% |
| <input checked="" type="checkbox"/> WBS & Gantt Chart | PL, CL | 04/Sep | 14/Sep | | Project planning in a form of a Work Breakdown Structure & Gantt Chart. | 100% |
| 21 <input checked="" type="checkbox"/> Design & Modify Template | PL, CL | 04/Sep | 07/Sep | | Using Project Libre to create the WBS & Gantt Chart. Primary person in charge of the WBS | 100% |
| 22 <input checked="" type="checkbox"/> Task list and schedule | PL, CL | 07/Sep | 12/Sep | 21 | A list of each task and an approximated schedule for each task, at each stage of the delive | 100% |
| 23 <input checked="" type="checkbox"/> Resource Allocations of chart | PL, CL | 12/Sep | 14/Sep | 6, 21 | Allocating specific tasks to team members; Provided by the team leader & facilitators of th | 100% |
| <input checked="" type="checkbox"/> Front Matter | GV, MO | 07/Sep | 14/Sep | | - | 100% |
| 25 <input checked="" type="checkbox"/> Cover Page | Gerry Vassopoulos | 07/Sep | 14/Sep | 5 | Official cover page to be used; Including signature, date's signature and consent stateme | 100% |
| 26 <input checked="" type="checkbox"/> Table of contents | Gerry Vassopoulos | 09/Sep | 14/Sep | | Specified table of contents related to this deliverable. | 100% |
| 27 <input checked="" type="checkbox"/> Statement of previous works | Murat Osmanov | 09/Sep | 14/Sep | | Brief description of resources (if used or not) that may benefit this deliverable (ie: old ter | 100% |
| <input checked="" type="checkbox"/> Client Profile | LY, MD | 07/Sep | 13/Sep | | All info regarding the potential clientele and users. | 100% |
| 29 <input checked="" type="checkbox"/> Client description | LI Yu | 07/Sep | 14/Sep | 5 | Brief descriptions of potential clients to be served by the proposed system; Include their | 100% |
| 30 <input checked="" type="checkbox"/> Description of business problems | LI Yu | 12/Sep | 14/Sep | 5, 7 | Statement of the business problem to be addressed, as it is present understood. | 100% |
| 31 <input checked="" type="checkbox"/> Executive Overview | Murat Osmanov | 14/Sep | 15/Sep | 5, 29, 30 | A one-page summary re: major findings of the project to-date and highlights the element | 100% |
| 2nd DELIVERABLE (D2) Business Summary & Questionnaires: | | 18/Sep | 23/Sep | | - | 0% |
| <input checked="" type="checkbox"/> Client Profile | Red Team | 18/Sep | 22/Sep | | - | 0% |
| 34 <input checked="" type="checkbox"/> Business environment research | PL, MO | 18/Sep | 21/Sep | 12, 13 | Location, signage, website, competitors, adverts, information. | 0% |
| 35 <input checked="" type="checkbox"/> Description of client | LI Yu | 18/Sep | 22/Sep | 5 | Summary of the client and the business they operate. | 0% |
| 36 <input checked="" type="checkbox"/> Identify open questions | Red Team | 18/Sep | 21/Sep | 12, 13 | Formulate questions to answers the team wishes they had in the form of a narrative. | 0% |
| 37 <input checked="" type="checkbox"/> Business domain research | Chi-Tao Li | 18/Sep | 21/Sep | 12, 13 | Research and description of the hospitality industry, as it relates to the client's business. | 0% |
| 38 <input checked="" type="checkbox"/> Build client questionnaire | LY, GV | 20/Sep | 21/Sep | | What problems does the business see itself facing, what are their objectives in view of the | 0% |
| 39 <input checked="" type="checkbox"/> Computer literacy | LI Yu | 20/Sep | 21/Sep | | The self-reported computer skills of the client's staff. | 0% |
| 40 <input checked="" type="checkbox"/> Staff profile | Gerry Vassopoulos | 20/Sep | 21/Sep | | A profile of the staff working at the client's establishment. | 0% |
| <input checked="" type="checkbox"/> D2 Documentation | Red Team | 21/Sep | 23/Sep | | - | 0% |
| <input checked="" type="checkbox"/> Project Report | Red Team | 21/Sep | 23/Sep | | - | 0% |
| 43 <input checked="" type="checkbox"/> Business domain findings | Chi-Tao Li | 21/Sep | 22/Sep | 37 | Summary how the client's business functions in the context of the hospitality industry. | 0% |
| 44 <input checked="" type="checkbox"/> Business environment findings | MO, PL | 21/Sep | 22/Sep | 34 | - | 0% |
| 45 <input checked="" type="checkbox"/> Bibliography and references | GV, MO | 22/Sep | 23/Sep | | A list of the sources referenced in the project report. | 0% |
| 46 <input checked="" type="checkbox"/> Client profile section | LY, GV | 22/Sep | 23/Sep | 35, 1, 39, 40 | A profile of the client and their business, as it is currently understood. | 0% |
| 47 <input checked="" type="checkbox"/> Business problem statement | PL, LY | 22/Sep | 23/Sep | 46, 43, 44, 1 | - | 0% |
| 48 <input checked="" type="checkbox"/> Formatted D2 Report | LI Yu | 23/Sep | 23/Sep | 43 | Complied and formatted deliverable 2 document. | 0% |
| 49 <input checked="" type="checkbox"/> Front Matter | CL, PL | 22/Sep | 23/Sep | 25, 26, 27 | Cover page, table of contents, and executive overview of the report being submitted. | 0% |
| <input checked="" type="checkbox"/> D2 Project Submission | LY, RT | 21/Sep | 23/Sep | | - | 0% |
| <input checked="" type="checkbox"/> Online Peer Evaluation | Red Team | 21/Sep | 23/Sep | | Peer assessment form, to be completed by each team member. | 0% |
| 51 <input checked="" type="checkbox"/> Deliverable 2 PDF submission | LI Yu | 23/Sep | 23/Sep | 46, 47, 45, 48, | Deliverable 2 milestone. | 0% |
| 3rd DELIVERABLE (D3) Use Cases & UML Diagrams: | | 14/Sep | 30/Sep | | - | 0% |
| <input checked="" type="checkbox"/> D3 Project Submission | Red Team | 14/Sep | 30/Sep | | - | 0% |
| 55 <input checked="" type="checkbox"/> Team Deliverable Journal #2 | PL, CL | 14/Sep | 28/Sep | | Ongoing log of meeting minutes, agenda items and team discussions. | 0% |
| 56 <input checked="" type="checkbox"/> Online Peer Evaluation | Red Team | 28/Sep | 30/Sep | | Peer assessment form, to be completed by each team member. | 0% |
| 57 <input checked="" type="checkbox"/> References/Bibliography | Murat Osmanov | 28/Sep | 29/Sep | | A list of the sources referenced in the project report. | 0% |
| 58 <input checked="" type="checkbox"/> Project Report | Red Team | 29/Sep | 30/Sep | 71, 72, 73, 74, | Complied and formatted deliverable 3 document. | 0% |
| 59 <input checked="" type="checkbox"/> Submit PDF | Gerry Vassopoulos | 30/Sep | 30/Sep | 58 | Deliverable 3 milestone. | 0% |
| <input checked="" type="checkbox"/> D3 Preliminary Requirements | Red Team | 23/Sep | 28/Sep | | - | 0% |
| 61 <input checked="" type="checkbox"/> Client interview(s) | PL, LY | 23/Sep | 26/Sep | 38 | Conduct a client interview, using the client questionnaire, to understand the clients goals | 0% |
| 62 <input checked="" type="checkbox"/> Identify clients objectives | LI Yu | 27/Sep | 28/Sep | | Define the goals the client would hope to achieve, in light of the business problem at han | 0% |
| 63 <input checked="" type="checkbox"/> Identify clients current information system | Patrick Laroque | 27/Sep | 28/Sep | | Assess clients website, processes and IT infrastructure. | 0% |
| <input checked="" type="checkbox"/> D3 Documentation | Red Team | 26/Sep | 30/Sep | | - | 0% |
| <input checked="" type="checkbox"/> Client Profile | Red Team | 26/Sep | 30/Sep | | - | 0% |
| 66 <input checked="" type="checkbox"/> Summary description of client | Chi-Tao Li | 26/Sep | 28/Sep | 61 | A profile of the client and their business, as it is currently understood. | 0% |
| 67 <input checked="" type="checkbox"/> Existing information system | Patrick Laroque | 28/Sep | 30/Sep | 61, 63 | A summary of the client's existing information systems. | 0% |
| 68 <input checked="" type="checkbox"/> Refined Business Problem Statement | GV, MO | 28/Sep | 29/Sep | 61, 62, 63 | A statement defining the business problem to be addressed, as it is presently understoo | 0% |
| 69 <input checked="" type="checkbox"/> Updated Executive Overview | Murat Osmanov | 28/Sep | 30/Sep | 61, 62 | A summary of the project's trajectory, results and findings up to this point. | 0% |
| <input checked="" type="checkbox"/> Designing Diagrams | Red Team | 28/Sep | 29/Sep | | - | 0% |
| 71 <input checked="" type="checkbox"/> Use Cases | GV, LY | 28/Sep | 29/Sep | 67, 61, 63 | A system diagram for the entire existing information system. | 0% |
| 72 <input checked="" type="checkbox"/> Two representative of Use Cases | Chi-Tao Li | 28/Sep | 29/Sep | 67, 61, 63 | Filled out Use case templates of at least two representative use cases found in the system | 0% |
| 73 <input checked="" type="checkbox"/> Two UML diagrams | Patrick Laroque | 28/Sep | 29/Sep | 67, 61, 63 | Activity and sequence diagrams for one use case in tasks 74. | 0% |
| 74 <input checked="" type="checkbox"/> Class Diagram of entire existing information system | GV, LY, MD | 28/Sep | 29/Sep | 67, 61, 63 | UML diagram following the flow of classes and states in the information system. | 0% |
| 75 <input checked="" type="checkbox"/> State Chart Diagram of a significant class | LI Yu | 28/Sep | 29/Sep | 67, 61, 63 | A chart describing the finite states of the system, along with their behavior. | 0% |
| 76 <input checked="" type="checkbox"/> Front Matter | Red Team | 28/Sep | 29/Sep | 49 | Cover page, table of contents. | 0% |
| 4th DELIVERABLE (D4) User Stories: | | 28/Sep | 14/Oct | | - | 0% |
| <input checked="" type="checkbox"/> D4 Project Submission | Red Team | 28/Sep | 14/Oct | | - | 0% |
| 79 <input checked="" type="checkbox"/> Team logbook journal #3 | PL, CL | 28/Sep | 12/Oct | | Ongoing log of meeting minutes, agenda items and team discussions. | 0% |
| 80 <input checked="" type="checkbox"/> References/Bibliography | Chi-Tao Li | 11/Oct | 13/Oct | | A list of the sources referenced in the project report. | 0% |
| 81 <input checked="" type="checkbox"/> Online Peer Evaluation | Red Team | 12/Oct | 14/Oct | | Peer assessment form, to be completed by each team member. | 0% |
| 82 <input checked="" type="checkbox"/> Project Report | Murat Osmanov | 12/Oct | 14/Oct | 80, 93, 92, 91, | Complied and formatted deliverable 4 document. | 0% |
| 83 <input checked="" type="checkbox"/> Submit D4 PDF | Murat Osmanov | 14/Oct | 14/Oct | 82 | Deliverable 4 milestone. | 0% |
| <input checked="" type="checkbox"/> D4 Future Information System Description | Red Team | 30/Sep | 10/Oct | | - | 0% |
| 85 <input checked="" type="checkbox"/> User story acquisition | LY, PL | 30/Sep | 05/Oct | | 30 user stories, from the perspective of a user, and their experience. | 0% |
| 86 <input checked="" type="checkbox"/> User story tests | Murat Osmanov | 05/Oct | 10/Oct | 85 | Test cases, to measure whether the user experience was satisfactory. | 0% |
| 87 <input checked="" type="checkbox"/> User story map | Gerry Vassopoulos | 05/Oct | 10/Oct | 85 | A map of the UX experience the team expects from users. | 0% |
| <input checked="" type="checkbox"/> D4 Documentation | Red Team | 10/Oct | 12/Oct | | - | 0% |
| <input checked="" type="checkbox"/> Client Profile | Red Team | 10/Oct | 12/Oct | | - | 0% |
| 90 <input checked="" type="checkbox"/> Updated Executive Overview | GV, MO | 10/Oct | 12/Oct | 86, 87, 85 | A summary of the project's trajectory, results and findings up to this point. | 0% |
| 91 <input checked="" type="checkbox"/> Refined Business Problem Statement | Patrick Laroque | 10/Oct | 12/Oct | | A statement defining the business problem to be addressed, as it is presently understoo | 0% |
| 92 <input checked="" type="checkbox"/> Updated Client Profile | LI Yu | 10/Oct | 12/Oct | | A profile of the client and their business, as it is currently understood. | 0% |
| 93 <input checked="" type="checkbox"/> Front Matter | Red Team | 10/Oct | 12/Oct | 76 | Cover page, table of contents. | 0% |
| 5th DELIVERABLE (D5) Prototype UI & Client Comments: | | 14/Oct | 24/Oct | | - | 0% |
| <input checked="" type="checkbox"/> D5 Prototype User Interface | Red Team | 14/Oct | 22/Oct | | - | 0% |
| 96 <input checked="" type="checkbox"/> Usability guidelines | CL, GV | 14/Oct | 19/Oct | 82 | Heuristics for what is needed to achieve a good user experience. | 0% |
| 97 <input checked="" type="checkbox"/> Prototype UI | Patrick Laroque | 14/Oct | 19/Oct | 82 | Mockups of the screens and screen flows of the proposed software solution. | 0% |
| 98 <input checked="" type="checkbox"/> Client Comments | PL, LY | 19/Oct | 20/Oct | 96, 97 | Feedback after presenting mockups to the client. | 0% |
| 99 <input checked="" type="checkbox"/> UI Revisions | LI Yu | 20/Oct | 22/Oct | 98 | Alter UI based on client feed back. | 0% |
| 100 <input checked="" type="checkbox"/> Revised user stories | Murat Osmanov | 20/Oct | 22/Oct | 98 | Document user perspective based on new UI layouts. | 0% |
| 101 <input checked="" type="checkbox"/> Revised user map | LI Yu | 20/Oct | 22/Oct | 98 | Revise what the team expects the user experience to be like, based on the new UI layout. | 0% |
| <input checked="" type="checkbox"/> D5 Documentation | Red Team | 19/Oct | 22/Oct | | - | 0% |
| 103 <input checked="" type="checkbox"/> Project Narrative Description | Patrick Laroque | 19/Oct | 22/Oct | 82 | A story-like summary of the findings, results and trajectory of the project. | 0% |
| 104 <input checked="" type="checkbox"/> Deliverable Executive Overview | LI Yu | 19/Oct | 22/Oct | | A summary of the project's trajectory, results and findings up to this point. | 0% |
| 105 <input checked="" type="checkbox"/> Front matter | CL, GV | 19/Oct | 22/Oct | 93 | Cover page, table of contents. | 0% |
| 106 <input checked="" type="checkbox"/> Refined Business Problem | Murat Osmanov | 20/Oct | 22/Oct | 98 | A statement defining the business problem to be addressed, as it is presently understoo | 0% |
| <input checked="" type="checkbox"/> D5 Project Submission | Red Team | 20/Oct | 24/Oct | | - | 0% |
| 108 <input checked="" type="checkbox"/> References/Bibliography/Formatting | CL, GV | 20/Oct | 22/Oct | | A list of the sources referenced in the project report. | 0% |
| 109 <input checked="" type="checkbox"/> Online Peer Evaluation | Red Team | 21/Oct | 24/Oct | | Peer assessment form, to be completed by each team member. | 0% |
| 110 <input checked="" type="checkbox"/> Project Report | Red Team | 22/Oct | 24/Oct | 101, 106, 108, | Complied and formatted deliverable 5 document. | 0% |
| 111 <input checked="" type="checkbox"/> Submit D5 PDF | Gerry Vassopoulos | 24/Oct | 24/Oct | 110 | Deliverable 5 milestone. | 0% |
| 6th DELIVERABLE (D6) Database Design: | | 24/Oct | 31/Oct | | - | 0% |
| <input checked="" type="checkbox"/> D6 Database Design | Red Team | 24/Oct | 27/Oct | | - | 0% |
| 114 <input checked="" type="checkbox"/> Block diagram | LI Yu | 24/Oct | 26/Oct | 110 | A high-level flow chart to illustrate database system. | 0% |
| 115 <input checked="" type="checkbox"/> Data dictionary | Murat Osmanov | 24/Oct | 27/Oct | | A definition of each data entity existing in the new database. | 0% |
| 116 <input checked="" type="checkbox"/> Entity Relationship Diagram | Chi-Tao Li | 24/Oct | 27/Oct | | A chart mapping the relationship between each data entity, table, attribute, key, etc.. | 0% |
| 117 <input checked="" type="checkbox"/> Indexes/Architecture/Optimization | Gerry Vassopoulos | 25/Oct | 27/Oct | | Minimize the disk access queries by indexing. | 0% |
| 118 <input checked="" type="checkbox"/> Database size/User load | Murat Osmanov | 26/Oct | 27/Oct | 114, 110 | Defining the approximate size, or amount of data to be stored in the database. | 0% |
| 119 <input checked="" type="checkbox"/> Database speed/request frequency | Patrick Laroque | 26/Oct | 27/Oct | 114, 110 | Defining the frequency of requests anticipated from the database. | 0% |
| <input checked="" type="checkbox"/> D6 Documentation | Red Team | 27/Oct | 29/Oct | | - | 0% |
| 121 <input checked="" type="checkbox"/> Front matter | Murat Osmanov | 27/Oct | 27/Oct | 105 | Cover page, table of contents. | 0% |
| 122 <input checked="" type="checkbox"/> Deliverable executive overview | Gerry Vassopoulos | 27/Oct | 29/Oct | | A summary of the project's trajectory, results and findings up to this point. | 0% |
| 123 <input checked="" type="checkbox"/> Refined Business Problem | Chi-Tao Li | 27/Oct | 29/Oct | | A statement defining the business problem to be addressed, as it is presently understoo | 0% |
| 124 <input checked="" type="checkbox"/> Description of Database Design | LY, PL | 27/Oct | 28/Oct | 114, 115, 116, | A written description of the data objects, interactions and relationships, architecture and | 0% |
| <input checked="" type="checkbox"/> D6 Project Submission | Red Team | 28/Oct | 31/Oct | | - | 0% |
| 126 <input checked="" type="checkbox"/> Online Peer Evaluation | Red Team | 28/Oct | 31/Oct | | Peer assessment form, to be completed by each team member. | 0% |
| 127 <input checked="" type="checkbox"/> References/Bibliography/Formatting | Chi-Tao Li | 29/Oct | 31/Oct | | A list of the sources referenced in the project report, along with proper formatting. | 0% |
| 128 <input checked="" type="checkbox"/> Submit D6 PDF | LI Yu | 31/Oct | 31/Oct | 129 | Deliverable 6 milestone. | 0% |
| 129 <input checked="" type="checkbox"/> Project Report | Red Team | 31/Oct | 31/Oct | 122, 123, 124, | Complied and formatted deliverable 6 document. | 0% |
| 7th DELIVERABLE (D7) Implementation and client comments: | | 12/Oct | 07/Nov | | - | 0% |
| <input checked="" type="checkbox"/> D7 Project Submission | Red Team | 12/Oct | 07/Nov | | - | 0% |
| 132 <input checked="" type="checkbox"/> Team logbook journal #4 | PL, CL | 12/Oct | 07/Nov | | Ongoing log of meeting minutes, agenda items and team discussions. | 0% |
| 133 <input checked="" type="checkbox"/> References/Bibliography/Formatting | Patrick Laroque | 04/Nov | 07/Nov | | A list of the sources referenced in the project report, along with proper formatting. | 0% |
| 134 <input checked="" type="checkbox"/> Online Peer Evaluation | Red Team | 04/Nov | 07/Nov | | Peer assessment form, to be completed by each team member. | 0% |
| 135 <input checked="" type="checkbox"/> Final Project Report | Red Team | 06/Nov | 07/Nov | 139, 140, 142, | Complied and formatted deliverable 7 document. | 0% |
| 136 <input checked="" type="checkbox"/> Submit D7 PDF | Patrick Laroque | 07/Nov | 07/Nov | 135 | Deliverable 7 milestone. | 0% |
| <input checked="" type="checkbox"/> D7 Documentation | Red Team | 31/Oct | 06/Nov | | - | 0% |
| 138 <input checked="" type="checkbox"/> Client comments | LI Yu | 31/Oct | 02/Nov | 129 | - | 0% |
| 139 <input checked="" type="checkbox"/> Front matter | Gerry Vassopoulos | 04/Nov | 06/Nov | 121 | Cover page, table of contents. | 0% |
| 140 <input checked="" type="checkbox"/> Final Executive Overview | Murat Osmanov | 04/Nov | 06/Nov | | A final overview of the trajectory of the project, its results and findings. | 0% |
| 141 <input checked="" type="checkbox"/> Final Client Profile | Gerry Vassopoulos | 04/Nov | 06/Nov | | A final profile of the client and their business. | 0% |
| 142 <input checked="" type="checkbox"/> Final narrative description of project | Murat Osmanov | 04/Nov | 06/Nov | | A story-like summary of the findings, results and trajectory of the project. | 0% |
| 143 <input checked="" type="checkbox"/> Key project decisions | PL, CL | 04/Nov | 06/Nov | | A summary of the decisions that were made, based on the information acquired, resear | 0% |
| <input checked="" type="checkbox"/> D7 Implementation | Red Team | 31/Oct | 06/Nov | | - | 0% |
| 145 <input checked="" type="checkbox"/> System Security Measures | Patrick Laroque | 31/Oct | 04/Nov | | A definitions of the security features, authentication, encryption, backups, etc.. | 0% |
| 146 <input checked="" type="checkbox"/> Final User Guide | Murat Osmanov | 31/Oct | 04/Nov | | A manual on how to best use the software system. | 0% |
| 147 <input checked="" type="checkbox"/> Revised UI | Chi-Tao Li | 02/Nov | 04/Nov | 138 | A final layout of the UI. | 0% |
| 148 <input checked="" type="checkbox"/> Screen flow | Gerry Vassopoulos | 04/Nov | 04/Nov | 147 | A final mockup of the screen transitions and navigation of the project. | 0% |
| 149 <input checked="" type="checkbox"/> Future improvements/features | LI Yu | 04/Nov | 06/Nov | 138 | A section detailing potential feature additions, or expansions to improve the project in th | 0% |

