**Project Management Plan**

**CV Creation**

**Cop4331c -0002 , Fall 2017**

**Team Name:** Team 15

**Team Members:**

* Conor Forgey
* Zaina Aljallad
* Alexander Acevedo
* Elizabeth Maspoch

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**Project Overview (CV Creation Software)**

A website for users to quickly and efficiently produce a Curriculum Vitae (CV) following one of multiple provided formats. By filling out the requested information through the online form, the user will be able to generate an encrypted pdf file containing a resume of the requested format.

**Applicable Standards**

**Coding Standard:**

* + Brackets are Mandatory if applicable
  + JavaScript file must be heavily commented
  + Html if something is in-between tags it must be indented (Tabs)
  + names, version number and last assignment must be commented at the top
  + method names and parameters should be self-explanatory and reasonable length.
  + for method names with multiple words every first letter after the first word should be capitalized (*EX:* *exampleFunctionNameHere();* )
  + CSS should be in CSS files

**Artifact Size Metric Standard:**

* + At lest three files per page (1 HTML, 1 CSS, 1 JAVASCRIPT)
  + 1 input source for each page.

**PROJECT TEAM ORGANIZATION**

**Job Distribution:**

* **Forgey, Conor:** Project Manager, Chronological Resume Format.
* **Aljallad, Zaina:** Function Resume Format, Encryption.
* **Acevedo, Alexander:** Combination Resume Format 1
* **Maspoch, Elizabeth:** Combination Resume Format 2, File Management.

**Communications:**

* **Weekly Meetings:** Face to Face, 2:30-3:00, Wednesday BA
* **Weekly progress report Update:** Friday 5:00-5:30
* **Group Chat:** As necessary
* **Facetime:** As necessary

**DELIVARABLES**

|  |  |
| --- | --- |
| **Artifact** | **Due Dates**  <some will have multiple deliveries> |
| Individual Weekly Progress Reports | Weekly (Fridays) submission throughout the semester through webcourses |
| Concept of Operations | 9/18/17 |
| Software Project Management Plan (SPMP) | 9/18/17 |
| Software Requirements Specification (SRS) | 10/2/17 |
| Test Plan | 11/15/17 |
| High-Level Design | 10/23/17 |
| Detailed Design | 10/23/17 |
| Test Plan | 11/15/17 |
| Test Results | 12/1/17 |
| Source, Executable, Build Instructions | 12/1/17 |

**SOFTWARE LIFE CYCLE PROCESS**

Phased/ Iterative Development. Each Member of the group will develop a webpage individually containing the form and templet of their chosen resume format. Once all the pages are developed they will be encrypted and linked through the uniformed header for final presentation and implementation on a live URL.

**TOOLS AND COMPUTING ENVIROMENT**

**Programming Languages:**

* HTML
* JAVASCRIPT
* CSS

**Compilers & Software:**

* Sublime TextEditor
* DreamWeaver
* FileZilla
* Godaddy web hosting
* Cpanel cms

**CONFIGURATION MANAGEMENT**

**Project Manager** *Conor Forgey*

He has been tasked with maintaining regular updates on the the github repository and arranging and enforcing the weekly meetings.

**Management Arrangments:**

* Github repositories – *Version Control*
* New updates pushed after weekly meeting & before weekly progress report update
* Penultimate Submission to **Zaina** for encryption 11/15/17
* Final Versions Submission to Elizabeth for final assembly 12/1/17

**QUALITY ASSURANCE**

**Bench mark 1: Basic Formatting: 9/24/17**

* Form structure Completed Not functional

**Bench mark 2: Basic functionality: 10/8/17**

* Should create a pdf with input
* Information collection completed
* formatting drafted

**Bench mark 3: Final Formatting: 10/22/17**

* Properly Formatted Pdf
* Downloads

**Bench mark 4: Encryption: 11/15/17**

* Final PDF delivered Formatted and Encrypted.

**Bench mark 5: Final Deliverable: 12/1/17**

* Final Deliverable Due

Deadline Enforcement By Project Manager *Conor Forgey*

Testing Meeting & Debugging on Fridays.

**Risk Management**

*Incomplete Benchmarks:* Puts us at risk of falling out of schedule, extend weekly meeting to catch up those who fall behind.

*Code Loss:* Weekly updates to Github repository if information is lost its not completely gone.

**TABLE OF WORK PACKAGES, TIME ESTIMATES & ASSIGNMENTS**

**Bench mark 1: Basic Formatting:** *9/17/17 - 9/24/17 (1 week)*

* *Responsibility:* Uniform
* *Expected Results:* Form for every resume format up not necessarily functional

**Bench mark 2: Basic functionality:** *9/25/17 - 10/8/17 (2 weeks)*

* *Responsibility:* Uniform
* *Expected Results:* Form should be functional and generate a pdf containing the inputted information not necessarily formatted, Additionally Format Draft should be included

**Bench mark 3: Final Formatting:** *10/9/17 - 10/22/17 (2 weeks)*

* *Responsibility:* Uniform
* *Expected Results:* Properly Formatted Pdf able to be downloaded

**Bench mark 4: Encryption:** *10/23/17 - 11/15/17 (3 weeks)*

* *Responsibility:* Zaina Aljallad
* *Expected Results:* Final PDF delivered Formatted and Encrypted

**Bench mark 5: Final Deliverable:** *11/16/17 - 12/1/17 (2.5 weeks)*

* *Responsibility:* Elizabeth Maspoch
* *Expected Results*: Website up and running

**TECHNICAL PROGRESS METRICS**

**BenchMark 1:** \_\_ out of 4 webpages completed

A \_­\_/\_\_\_/\_\_\_ E \_­\_/\_\_\_/\_\_\_ Z \_­\_/\_\_\_/\_\_\_ C \_\_­\_/\_\_\_/\_\_\_ (Date Completed For each Page)

**BenchMark 2:** \_\_ out of 4 webpages completed

A \_­\_/\_\_\_/\_\_\_ E \_­\_/\_\_\_/\_\_\_ Z \_­\_/\_\_\_/\_\_\_ C \_\_­\_/\_\_\_/\_\_\_ (Date Completed For each Page)

**BenchMark 3:** \_\_ out of 4 webpages completed

A \_­\_/\_\_\_/\_\_\_ E \_­\_/\_\_\_/\_\_\_ Z \_­\_/\_\_\_/\_\_\_ C \_\_­\_/\_\_\_/\_\_\_ (Date Completed For each Page)

**BenchMark 4:** \_\_ out of 4 webpages completed

A \_­\_/\_\_\_/\_\_\_ E \_­\_/\_\_\_/\_\_\_ Z \_­\_/\_\_\_/\_\_\_ C \_\_­\_/\_\_\_/\_\_\_ (Date Completed For each Page)

**BenchMark 5:** \_\_ out of 4 webpages completed

A \_­\_/\_\_\_/\_\_\_ E \_­\_/\_\_\_/\_\_\_ Z \_­\_/\_\_\_/\_\_\_ C \_\_­\_/\_\_\_/\_\_\_ (Date Completed For each Page)

**PLAN FOR TRACKING, CONTROL AND REPORTING PROGRESS**

Code will be collected at the end of each week through bitbucket, Conor Forgey is responsible to make sure everyone updates at the end of the week, Friday meetings will be used to cross examine current code version, debug and plan for the following week.

Wednesday meeting will be used to finalize weekly report and prepare deliverables