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Course	CSC 311 – Mobile Applications Development
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Team Name	S.K.Y Records
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Team Members	Lodishen Narayanasawmy
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	Neil Magambo

Executive Summary

Your executive summary should resemble an elevator pitch: your motivation is to quickly persuade a decision maker to get involved in your project.

- What is the purpose of your project; what problem(s) does it address?
- Why is your project important; why is it relevant? (NOTE: not in terms of the class to get a good grade)
- Who could your project help; who is your audience or customer?

Timeline

Milestone	Name	Due Date	Estimated Hours	Actual Hours
Milestone 1	Group Contract	Tuesday, January 21	0.5	1
Milestone 2	Project Proposal	Tuesday, February 11	3	1.5
Milestone 3	Design and Pitch	Thursday, February 27	5	
Milestone 4	Detailed Task List	Thursday, March 20	3	
Milestone 5	Progress Presentation	Thursday, April 10	4	
Milestone 6	Final Presentations	Friday, May 2	4	

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Milestone Summary

Milestone 1				
Group Contract				
Item	Description	Estimated Hours	Actual Hours	Date Completed
Purpose	Create a final project team	0.5	0.5	1/26
Summary	Self-organize into groups of 3-4 students for working together on the semester project. All team members will need to complete the group contract and agree to its terms, holding each other accountable for contributing to the final project throughout the semester.	0.5	0.5	1/26
Task M1A – Team Member Names	List all team members with full (first and last) names on the group contract document	0.5	0.15	1/26
Task M1B – Team Name	Come up with a name for the group/team to be addressed as during presentations; list the name on the group contract document	0.5	0.5	1/26
Task M1C – Weekly Meeting Time	Block off an hour of time once per week when all team members could regularly meet as necessary throughout the semester; list the time in the group contract document	0.5	0.5	1/26
Task M1D – Signatures	Each team member signs the group contract document (this may be a digital signature or initials)	0.5	0.5	1/26
Task M1E – Planning Document	Complete the cover page of the planning document, fill in the date each milestone task was completed in the milestone summary, and detail the additional milestone activities in the Milestone Summary section (insert new rows into the table).	0.5	0.5	1/26
Milestone 2				
Project Proposal				
Item	Description	Estimated Hours	Actual Hours	Date Completed
Purpose	Determine final project topic	0.5	0.5	1/26
Summary	As a group, choose a topic all team members want to work on; discuss potential ideas and come to a group consensus what your project will be and why it is important.	0.5	0.5	1/26

Task M2A – Project Proposal Document	Complete the project proposal document	1	1	1/26
Task M2B – Presentation	Present the project proposal to the class	1		
Task M2C – Planning Document	<p>Complete the title page, executive summary section, and timeline estimated and actual hours for Milestone 1 and Milestone 2 in the planning document, estimate the time for each task in Milestone 1 and Milestone 2, record the actual time required to complete each Milestone 1 task and each Milestone 2 task, fill in the date each milestone task was completed in the milestone summary, and detail the additional milestone activities in the Milestone Summary section (insert new rows into the table as needed)</p> <p>Be sure to round estimates to the nearest 15-minute (0.25hr) increment</p> <p>Include everyone’s time spent on each task (e.g. if 3 group members worked on a task for 15 minutes, that would be 45 total minutes (0.75hrs))</p> <p>NOTE: since Milestone 1 is complete, you naturally won’t be able to estimate the hours anymore, so just use the actual hours spent</p>	1		
Milestone 3	Design and Pitch			
Item	Description	Estimated Hours	Actual Hours	Date Completed
Purpose	Create a general look-and-feel for your project, present your project to the class	2		
Summary	<p>Determine how you want your final project deliverables to look, including color scheme, graphics/images, and placement and layout of major components (e.g. buttons, input fields, data, instructions, etc.).</p> <p>Armed with your project proposal and design mockups, show the class what you plan to accomplish with your project. Think of the class as potential investors or contributors; why should they care about your project?</p>	2		
Task M3A – Major Components	Create a list of major components that will be included in your project (e.g. input/output, images, instructions, etc.)	1		

Task M3B – Color Scheme	Create a color scheme for your project for a consistent design	2		
Task M3C – Design Mockups	Create design mockups (use lorem ipsum filler text, at least basic boxes/shapes if not actual design) to show the planned layout of project deliverables, including any major pages/screens that will be included in the final project	1		
Task M3D – Presentation	Pitch the project to the class	1		
Task M3E – Planning Document	Include screenshots of all design mockups, list of components (labeled for easy identification), screenshots of the project pitch presentation, fill in the date each milestone task was completed in the milestone summary, and detail the additional milestone activities in the Milestone Summary section (insert new rows into the table).	1		
Milestone 4	Detailed Task List			
Item	Description	Estimated Hours	Actual Hours	Date Completed
Purpose	Plan the remaining tasks required to complete the project	1		
Summary	As a team, figure out what needs to happen in order to take the project from its current design and planning stage through implementation to completion. Break down each major component of the project to estimate how much work you think it will take to complete, and what detailed tasks/actions will need to be performed for each.	1		
Task M4A – Gantt Chart	Create a Gantt chart showing a detailed task breakdown with expected due dates and assigned team members	2		
Task M4B – Presentation	Present your Gantt chart and task list to the class	1		
Task M4C – Planning Document	Include a screenshot of the Gantt chart, fill in the date each milestone task was completed in the milestone summary, and detail the additional milestone activities in the Milestone Summary section (insert new rows into the table).	1		
Milestone 5	Progress Presentation			
Item	Description	Estimated Hours	Actual Hours	Date Completed
Purpose	Provide the class with a project status update	1		

Summary	Show the class (client) what work has been completed toward the final project deliverables.	1		
Task M5A – Presentation	Present your work progress to the class	1		
Task M5B – Planning Document	Include screenshots of your presentation, fill in the date each milestone task was completed in the milestone summary, and detail the additional milestone activities in the Milestone Summary section (insert new rows into the table).	1		
Milestone 6	Final Presentation			
Item	Description	Estimated Hours	Actual Hours	Date Completed
Purpose	Show your completed project to the class	1		
Summary	Share your hard work over the course of the semester with the class.	1		
Task M6A – Presentation	Present your completed project to the class	1		
Task M6B – Planning Document	Include screenshots of your final project deliverables and presentation, fill in the date each milestone task was completed in the milestone summary, and detail the additional milestone activities in the Milestone Summary section (insert new rows into the table).	1		

Resource List

Resource Name	
URL	
Date Accessed	
Notes	
Resource Name	
URL	
Date Accessed	
Notes	
Resource Name	
URL	

Date Accessed	
Notes	
Resource Name	
URL	
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