

OSINT Project Project Management Plan



**ILLINOIS INSTITUTE
OF TECHNOLOGY**

Department of Information Technology and Management

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Revision History

Note: The revision history cycle begins once changes or enhancements are requested after the document has been baselined.

Date	Version	Description	Author
April 25, 2025	1.0	Finalized Version of the Project	Jordan, Abdallah

Activity	New Capability (1)	Feature Enhancement (2)
Field Deployment (A)	Yes	Yes
Cloud/Web Deployment (B)	Yes	Yes
Mobile Application (C)	Yes	Yes

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1. Introduction

This Project Management Plan (PMP) describes the project management processes the OSINT Group will follow during execution of the OSINT Group Project. Processes align with standard project management practices and were adapted to the project's tools and scope.

1.1. Project Overview

The project aims to research, develop, and present an Open-Source Intelligence (OSINT) application. Key work activities include identifying data sources, integrating APIs, building and testing the app, documenting the research, and preparing a formal presentation. Resources include Discord for communication, Monday.com for task tracking, GitHub for code collaboration, and public/free APIs.

1.2. Scope Statements

The project will cover research, app development, API integration, documentation, risk management, and final presentation. No paid acquisitions or third-party services beyond free resources are involved.

1.3. Goals and Objectives

- **Primary Goal:** Deliver a functional OSINT application, which is fully capable of gathering data from 4 distinct sources and displaying it for analysis.
- **Documentation:** Prepare comprehensive documentation, including a project plan, project management plan, earned value sheet and code.
- **Presentation:** Present the project demonstrating research, technical integration, and teamwork.

1.4. Stakeholders and Key Personnel

The following individuals are involved in the project.

- Jordan Kauffman (Developer, Researcher, Documentation Lead)
- Abdallah Daimi Syed (Developer, Researcher, Presentation Lead)

2. Project Organization

The project utilized a collaborative organization structure, with equal contribution from all the team members. Both the individuals involved have worked together in all the phases of the project. The platforms used for collaboration have been listed as follows:

- **Discord:** Discord is used as the primary means of communication, used for voice communication and text communication throughout the project. It is very useful for real-time communication and facilitates screensharing and file sharing.
- **Monday.com:** This tool was utilized as the primary task management system. Wherein all the tasks were assigned, their progress was tracked and visualized.

- **GitHub:** This platform was used as the primary code repository and version control system. It allows for collaboration during coding projects and code reviews.

3. Acquisition Process

All the resources acquired for the project are publicly available or open source. The project has been developed and designed to operate without any financial requirements. This approach will improve our cost efficiency. The types of resources acquired are as follows:

- **Open-Source Development Tools:** We have utilized Visual Studio Code as our code development platform.
- **Public API's:** All API's used are publicly available and we have used the unpaid free version for all of them, to ensure cost efficiency.
- **Free Collaboration Platforms:** All our collaboration platforms like discord and Monday.com are free to use.
- **Community Resources:** Code documentation and stack overflow were used for debugging and knowledge gathering.

4. Monitoring and Control Mechanisms

The project uses multi-layer monitoring and control approach. Progress is monitored as follows:

- **Daily Check-in:** Daily check-in meetings are done on discord to address the project requirements and milestones and progress.
- **Weekly Reviews:** Weekly progress of the project status is assessed in meetings.
- **Version Control monitoring:** Any code which is to be added to the project is done via proper source control methods, involving pull requests.
- **Performance Metrics:** Performance was gauged using the Monday.com sheet.
- **Risk Trigger Monitoring:** The risks defined were actively checked to ensure they were within the thresholds defined.

5. Systems Security Plans and Requirements

Minimal security considerations due to open-source public data. The following security plans and measures were implemented to protect the data and its integrity.

- **Repository Access Control:** The GitHub repository was configured to private, until submission of the project.
- **API authentication management:** All API credentials were stored securely, and none of the keys are present in the GitHub repository.
- **Data Handling Protocols:** The data received from the API's was verified to ensure its authenticity.

- Local Development Environment Security: All code written in development environments was secured, along with SSH authentication to ensure unauthorized access is prevented.

All these measures together ensured that the project remained secure throughout its lifecycle.

6. Work Breakdown Structure (WBS) and Schedule

The project was broken down into smaller deliverables and tasks, which is illustrated as follows:

Phase	Task	Owner	Status
Research	Identify objectives and data sources	Both	Done
Research	Register for APIs	Both	Done
Development	Initial app creation	Both	Done
Development	Integrate APIs	Both	Done
Testing	Test app functionality	Both	Done
Finalization	Confirm app operation	Both	Done
Documentation	Draft and finalize documentation	Jordan	Done
Presentation	Prepare presentation slides	Abdallah	Done
Final Submission	Submit all deliverables	Both	Done

7. Project Success Criteria

Project success was measured against the following criteria to ensure all goals were met.

- Functional Requirements: Data retrieval from API's, Data Processing, Visualization, GUI operation and Error handling.
- Documentation: Comprehensive documentation for PMP, PP, EVM, code and installation and operation instructions.
- Timeline and milestone achievements.
- Stakeholder satisfaction.

8. Communication Management Plan

The project uses four channels for communication, one primary, one secondary, one emergency and one code collaboration communication channel.

- Primary communication channel: Our primary channel for communication was discord, a free-to-use platform. It has voice channels and text channels.
- Secondary communication channel: Our secondary communication channel was Monday.com where we used it for updating each other on our task progress
- Code collaboration communication channel: GitHub was used for code collaboration communication.
- Emergency: For emergencies we used direct phone calls and text message son our cell phones.

9. Risk Management Plan

The project uses a proactive approach to identify and tackle risks. We identified the following risks:

- **Technical Risks:**
 - **API Unavailability:** The possibility of API's becoming inaccessible during operations.
 - **Mitigation:** Mitigate by using backup APIs.
- **Schedule Risks:**
 - **Final Deadline Cram:** Risk of having insufficient time to complete tasks and refinements.
 - **Mitigation:** Mitigate by early dry runs.
- **Resource Risks:**
 - **Uneven Task Load:** Risk of overloading tasks on one individual, creating potential bottlenecks.
 - **Mitigation:** Mitigate by rebalancing workloads.
- **Quality Risks:**
 - **Documentation Rush:** Risk associated with incomplete documentation due to time constraints.
 - **Mitigation:** Mitigate by early drafting. The risk registry is maintained on Monday.com.

10. Software Configuration Management (SCM) Plan

GitHub was used for code version control and collaboration. Each push/pull request is reviewed by both members.

- **Repository Structure:** The GitHub repository is structured to maintain standards
- **Branch Strategy:** Branches were created to ensure that if one branch goes out, we can revert to a stable branch.
- **Code Review:** All code modifications went through the standard Git pull procedures to ensure proper review was done before any code was pushed to production.

11. Training Plan

Training was done to educate all members of the team to establish a knowledge transfer framework. The following was done to ensure the same:

- **Technical Skill Development:** API usage required significant training for all members involved. If one member introduced an API, they are responsible for educating the other members of the same.
- **Documentation review sessions:** All documentation for every library used in the project was reviewed and studied carefully to ensure proper syntax usage.

- **Tool Proficiency:** All software tools such as IDE's, GitHub desktop, Data Analysis tools required debriefing for proper use.

12. Quality Assurance Plan

The following steps were taken to ensure quality during all phases of the project.

- **Code Quality Assurance:**
 - Implemented coding standards for variable naming and comments across the different modules of our project.
 - Periodic code review was done to ensure code quality remained consistent throughout the project.
 - Static code analysis to preemptively identify any issues.
 - Unit tests were performed for critical modules to ensure functionality.
 - Performance was tested to ensure low time complexity.
- **Documentation Quality Control:**
 - Templates were adopted for documentation.
 - All documentation was peer reviewed to ensure no errors slipped in,
 - Readability was measured for all documentation.
- **Presentation Quality:**
 - Rehearsal of presentation was done to ensure its delivery would be seamless.
 - All presentation material was double checked for validity and accuracy.
 - The quality of the exhibits was examined to ensure that it is visible on the large screen.

13. Project Measurement Plan

The project used a Earned Value Management (EVM) system to assess the project performance. The framework uses a range of metrics such as Planned Value (PV), Cost Variance (CV) etc.

The measurement data was collected through daily updates to the tracking system on Monday.com

13.1. Description

Metrics include Planned Value (PV), Earned Value (EV), Actual Cost (AC), Schedule Variance (SV), and Cost Variance (CV). Measurement data is manually updated daily.

13.2. Performance Measurements

No.	Measurement Name	Objective	Metric
1	Timeliness	Meet deadlines	Schedule Variance (SV)
2	Efficiency	Use resources effectively	Cost Performance Index (CPI)

3	Quality	Deliver working application	App passes testing
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14. Reference Materials

- GitHub repository for codebase
- Monday.com task boards
- API documentation for data sources
- Technical documentation for the libraries used.
- Risk management documentation

Approval Signatures

PAO has additional approver language:

1. Project Plan Approval

The signatures below indicate that the undersigned:

- Have reviewed the Project Plan.
- Have formally voiced applicable concerns to the PM.
- Concur that the Project Plan accurately represents their expectations and conditions required for the project.
- Are committed to providing the required resources.
- Are unaware of undocumented conditions that prevent the success of this project.

REVIEW DATE: 4/25/2025

SCRIBE: Abdallah Daimi Syed

Signed: Abdallah Daimi Syed

Project Manager

04/25/2025

Date

Signed: Jordan Kauffman

Project Manager

04/25/2025

Date