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# **Software Project Management Plan (SPMP)**

# **Preface**

Tech Design is a web design and development service that aims to provide high quality services at a low cost to startups and local businesses involved in ecommerce. We strive to provide websites the finishing touch that they are missing, whether it be related to user interface design or website security. Our mission is to increase sales and revenue while lowering costs and production efforts for other small businesses. This report contains some common web design problems that people encounter and what Tech Design's solutions for those problems would be. Our team of professionals was able to identify these issues, and we chose what we considered to be the most significant ones through a survey. In terms of finances, the report also gives details on what the finances of our company would look like. We have provided numbers for budgeting as well as what the package pricing for our services would look like. This report is representative of the hard work that my colleagues and I have put into making this business plan come to life.

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## **Part 1 Introduction:**

### **1.1 Project Overview**

Tech Design will aim to help local businesses and startups with their websites, providing excellent services at an affordable price. With the rise of technology and online shopping, we would like to help smaller businesses venture into the world of e-commerce. Oftentimes, small businesses face challenges with getting their websites to look and function the way they would want them to because they cannot afford to. Tech Design would work to help such business owners and give them an online platform with a wider audience. Also the website should be able to integrate with popular social media platforms alongside being able to support donations and advertising.

### **1.2 Project Deliverables**

Deliverables	Deadline
Topic Proposal	04 June 2021
Repository	30 June 2021
Design Review Meeting	30 June 2021
Tool Selection Review	30 June 2021
SPMP	30 June 2021

Milestone Review	23 July 2021
Final Presentation	26 July 2021

### 1.3 Evolution of SPMP

This project will follow the schedule outlined in the Gantt chart. Any changes to the schedule will be displayed and adjusted in the chart. However, none of the changes will not affect the overall delivery of the project.

### 1.4 Reference Material

- <https://www.crazyegg.com/blog/why-users-leave-a-website/>
- <https://www.teamgantt.com/blog/project-scope-document>
- <https://www.projectcentral.com/blog/project-scope-statement/> Systems Analysis and Design by Kendall & Kendall
- [https:// wordpress.org/plugins/](https://wordpress.org/plugins/)

### 1.5 Definitions and Acronym

- **MAMP**: a local server used to download and work with WordPress. org
- **WP User Manager**: WP User Manager lets you create highly customizable user profiles together with custom user registration, login, password recovery and account customization forms to your WordPress website.
- **SPMP**: a detailed document that shows an organized plan for a project
- **Gantt Chart**: a chart that shows the work done and scheduling for work to be done on a specific project

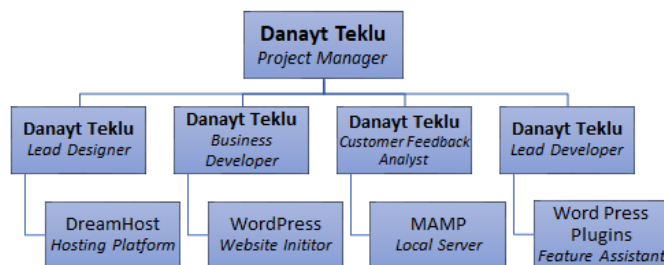
- **GitHub**: collaboration platform for software developers; for this project is mainly used for the repository
- **Plug-in**: A software component that adds a specific feature to an existing computer program

## Part 2 Project Organization:

### 2.1 Process Model

The project was initiated on June 1st 2021, and will be terminated on August 1st, 2021. The development process is organized by various documents, including the SPMP. This project will follow a Gantt chart to stay on schedule. The waterfall method will be used as the process for this project. This will allow the project to move forward step to step.

### 2.2 Organizational Structure



### 2.3 Organizational Interfaces

The organizational interface include DreamHost as a hosting platform, WordPress.com or Wix as a starting platform,

## 2.4 Project Responsibility

Project Phase	Description
System Concept Development Phase	Establish the vision for the project
Planning Phase	Develop a plan to manage the project, gather the requirements, and document the plan.
Requirements Analysis Phase	Analyze user needs and requirement specifications.
Design Phase	Transform requirements into software design documentation.
Integration and Testing	Demonstrate that the developed system meets all of the requirements.
Present	Present complete working project.

## Part 3 Managerial Process:

### 3.1 Management Objectives and Priorities

- Primary goal of the project is to stay on task and complete by deadline. Each week will have a status update on progress made. Communication will be constant throughout the project. This project is working with a very low budget.

### 3.2 Assumptions, Dependencies, Constraints

Assumptions:

It is assumed that users will have experience using a website. The project will be completed by July 23<sup>rd</sup>. The presentation portion of the project should be completed by the date of the presentation, July 19<sup>th</sup>.

#### Dependencies:

External dependencies include holidays and scheduled lectures, and group availability. Other external dependencies are the domain and hosting site we are using. We depend on them to stay active past the last day of class.

#### Constraints:

The time constraint for this project will be that it must be complete and running by July 23<sup>rd</sup> and this is a low budget project. Finding a suitable meeting time outside of class for our group to get together.

### 3.3 Risk Management

#### I. Unable to finish the project by deadline.

Probability: Low

Impact: High

Prevention: Make more higher level features a priority.

#### II. Loss of critical information, documents, or code.

Probability: Low

Impact: High

Prevention: GitHub will store all code and documents. If one version is lost the older version is available.



### 3.4 Monitoring and Controlling Mechanisms

- Every Thursday starting July 1<sup>st</sup> there will be weekly status updates on the progress of the website. This should align with the Gantt chart timeline as well.

## Part 4 Technical Process:

### 4.1 Tools and Techniques

#### Web Hosting

- WordPress
  - Wix
  - DreamHost
  - WooCommerce
  - WP Inventory
  - WP User Registration
  - WP Shopping Cart
- 
- GitHub for Repository

### 4.2 Documentation Plan

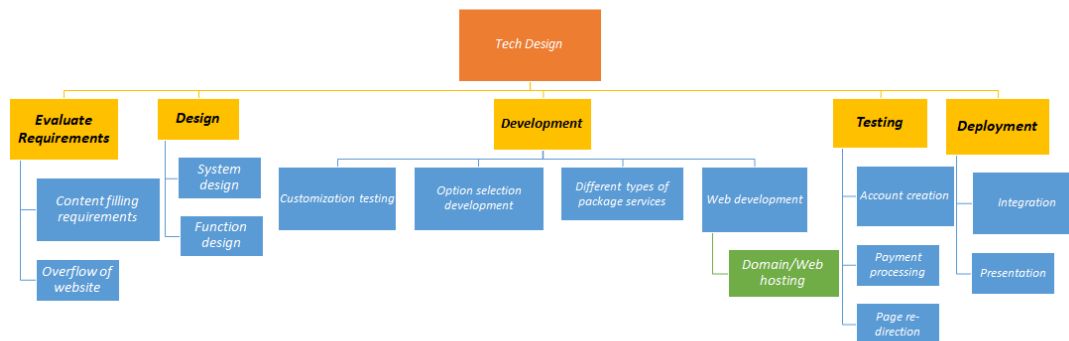
We will use word, excel, and github to contribute to our website's plan and progress. Word will be used to describe things like the requirements and designs, Excel will be used to make our schedule using the cells to allocate blocks of time where we work on certain aspects of the website, and finally we will use github to upload our documents to each other and refer to as we develop our website.

### 4.3 Project Support Functions

In order to support our project we will have a tab which gives the user our emails in which they can contact us about the issues they are having and one of the admins can reply to them at the earliest convenience. Also we will provide Frequently Asked questions inquiry with the answers for users to get immediate answers to basic questions.

## Part 5: Description of Work Packages

### 5.1 Work Breakdown Structure



## Gantt Chart

