# ABC’s Inventory Management System

## Key milestones

|  |  |
| --- | --- |
| **Milestone** | **Date** |
| Iteration start | 01/10/2018 |
| Establish Iteration Plan | 01/10/2018 |
| Develop 2nd Round External User Acceptance Testing | 02/10/2018 |
| Develop Program Manual for the application | 02/10/2018 |
| Resolve any Identified Issues | 03/10/2018 |
| Update Version Control, Risk List and Project Plan | 03/10/2018 |
| Establish Meeting Minutes for Week-11 | 04/10/2018 |
| Establish Feedback Document for Week-11 | 04/10/2018 |
| Establish Transitional Phase Assessment | 05/10/2018 |
| Develop ‘Sign Off’ document for Sponsor | 05/10/2018 |
| Review and Finalize all the documentation | 06/10/2018 |
| Contingency | 07/10/2018 |
| Deliver Product Release Milestone (PRM) | 07/10/2018 |
| Complete 2nd Round External User Acceptance Testing | 08/10/2018 |
| Finalize Programmer Manual of the application | 09/10/2018 |
| Merge all branches on git to keep all (documentation and implementation) up to date | 10/10/2018 |
| Establish Meeting Minutes for week-12 | 11/10/2018 |
| Establish Feedback documents for week-12 | 11/10/2018 |
| Finalize ‘Sign Off’ document for Sponsor | 11/10/2018 |
| Complete Final Project Assessment | 12/10/2018 |
| Finalize Transitional Phase Assessment | 13/10/2018 |
| Finalize Project Plan, Iteration Plan, Risk List and Version Control | 13/10/2018 |
| Finalize iteration plan and produce iteration report | 13/10/2018 |
| Produce Final Report and Project Review | 13/10/2018 |
| Extra days for finalizing all tasks | 14/10/2018 |
| Establish Iteration 5 Assessment Review | 14/10/2018 |
| Iteration Stop | 14/10/2018 |

## High-level objectives

* Finalize all the documentation for the final submission.
* Completion of Beta Testing of the application.
* Clear documentation of the Programmer manuals

## Work Item assignments

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name or key words of description** | **Priority** | **Size estimate (points)** | **State** | **Reference material** | **Target iteration** | **Assigned to (name)** | **Hours worked** | **Estimate of hours remaining** |
| Establish Iteration Plan | 7 | 5 | Completed |  |  | Arik Maharjan |  |  |
| Develop 2nd Round External User Acceptance Testing | 10 | 10 | Completed |  |  | Shirish Maharjan |  |  |
| Develop Program Manual for the application | 10 | 10 | Completed |  |  | Hieu Hanh Tran |  |  |
| Resolve any Identified Issues | 10 | 8 | Completed |  |  | Shirish Maharjan  Hieu Hanh Tran  Arik Maharjan |  |  |
| Update Version Control, Risk List and Project Plan | 10 | 9 | Completed |  |  | Shirish Maharjan  Hieu Hanh Tran  Arik Maharjan |  |  |
| Establish Meeting Minutes for Week-11 | 7 | 6 | Completed |  |  | Arik Maharjan |  |  |
| Establish Feedback Document for Week-11 | 8 | 6 | Completed |  |  | Arik Maharjan |  |  |
| Develop ‘Sign Off’ document for Sponsor | 8 | 7 | Completed |  |  | Arik Maharjan |  |  |
| Review and Finalize all the documentation | 10 | 10 | Completed |  |  | Shirish Maharjan  Hieu Hanh Tran  Arik Maharjan |  |  |
| Contingency | 8 | 7 | Completed |  |  | Shirish Maharjan  Hieu Hanh Tran  Arik Maharjan |  |  |
| Deliver Product Release Milestone (PRM) | 10 | 10 | Completed |  |  | Shirish Maharjan  Arik Maharjan  Hieu Hanh Tran |  |  |
| Complete 2nd Round External User Acceptance Testing | 9 | 10 | Completed |  |  | Shirish Maharjan |  |  |
| Merge all branches on git to keep all (documentation and implementation) up to date | 10 | 6 | Completed |  |  | Shirish Maharjan  Hieu Hanh Tran  Arik Maharjan |  |  |
| Establish Meeting Minutes for week-12 | 7 | 6 | Completed |  |  | Arik Maharjan |  |  |
| Establish Feedback documents for week-12 | 9 | 8 | In Progress |  |  | Arik Maharjan |  |  |
| Complete Final Project Assessment | 10 | 10 | v |  |  | Shirish Maharjan  Arik Maharjan  Hieu Hanh Tran |  |  |
| Finalize ‘Sign Off’ document for Sponsor | 8 | 6 | Completed |  |  | Arik Maharjan |  |  |
| Update Project Plan, Iteration Plan, Risk List and Version Control | 10 | 10 | Completed |  |  | Shirish Maharjan  Hieu Hanh Tran  Arik Maharjan |  |  |
| Review and update iteration plan and produce iteration report | 10 | 10 | Completed |  |  | Shirish Maharjan  Hieu Hanh Tran  Arik Maharjan |  |  |
| Produce Final Report and Project Review | 10 | 5 | Completed |  |  | Shirish Maharjan  Hieu Hanh Tran  Arik Maharjan |  |  |
| Extra days for debugging and finalizing all tasks | 7 | 5 | Completed |  |  | Shirish Maharjan  Hieu Hanh Tran  Arik Maharjan |  |  |
| Establish Iteration 5 Assessment Review | 9 | 7 | Completed |  |  | Arik Maharjan |  |  |

## Issues

|  |  |  |
| --- | --- | --- |
| **Issue** | **Status** | **Notes** |
| * Lack of communication between Team members for discussion for Assessment submission |  |  |
| * Overload of Assessment of other subjects delaying the work. |  |  |

## Evaluation criteria

* Review and finalize all the documentation and implementation for the project signoff.
* Completion of Beta Testing of the application.
* Clear documentation of the Programmer manual.

## Assessment

|  |  |
| --- | --- |
| Assessment target | * Finalize all the documentation for Assessment submission. * ‘Sign Off’ the project with the Sponsor for terminating * Deployment of finalized Software artefacts. |
| Assessment date | 11/10/2018 |
| Participants | Shirish Maharjan, Hieu Hanh Tran, Arik Maharjan |
| Project status | Green |

### Assessment against objectives

The following tasks listed below were carried during iteration 6 of the construction phase fulfilling all the iteration 6 objectives of iteration 6.

* Resolve any Identified Issues
* Develop ‘Sign Off’ document for Sponsor
* Produce Final Report and Project Review
* Establish Transitional Phase Assessment

As listed above, the task against the core objective are prioritized less like the previous iteration. In this iteration, the project is being ended and handed to the Sponsor officially. Therefore, this iteration covers high – level assessment focusing more to it.

### Work Items: Planned compared to completed

This iteration is the final iteration, which is Transitional phase of the project, final assessment for the Team “Fellowship of the”. The iteration was planned to complete all the documentation of the project and developing Transitional Phase Assessment. Then reviewing the following deliverables for the Product Release Milestone (PRM):

* + Implementation Model that manifest the latest version of the software.
  + A Documentation presenting of the software to the project sponsor to get approval of Project Signoff.
  + All the Test Model including User Acceptance Test for the final product.
  + Programmer Manual.
  + Transitional Phase Project Status Assessment.

The Team member have extra task assigned so that the project would complete according to the plan.

As mentioned above, all the tasks were handled by the team member well. However, the issues faced by the team member affected resulting delaying some tasks from iteration. The team members reviewed all the project documentation even though there was no proper meeting was done between the team. With the deliverables for the PRM, some complication made the team members confuse. After consulting with the lecturer about it, resolving those issues was easy which made work item to be completed easily. All in all, the Tasks assigned were sincerely completed by the team members.

### Assessment against Evaluation Criteria Test results

|  |  |
| --- | --- |
| Evaluation Criteria | Result |
| * Review and finalize all the documentation and implementation for the project signoff. | * The team conducted meeting for completing all the requirements of the Transitional Phase Assessment submission. During the meeting, all the documentation was gathered form all the branches in case some of them were ignored while merging. Then after full determination, it was reviewed by the team members. Any necessary changes needed to make are discussed within the group so that the changes made transparent. As a result, all the documentation and implementation is finalized and ready for the project signoff. |
|  |  |

### Other concerns and deviations