ABC’s Inventory Management System

Transition Phase Project Status Assessment

Introduction

This Project Phase Status Assessment document will be delivering the status of the project in the Transitional Phase, expectations, track the achievements. Also, all the documentation and implementation created or updated till end of the transitional phase are reviewed and evaluated based on it. This assessment will assist the team to know the overall status of the project and delivers the final project illustration.

## Expectations

The major goal of this phase is to fulfil all the requirements for finalising the project. By the end of this phase, the team must deliver the final version of the following tasks:

* A finalised User Acceptance Test of the system
* A User Manual of the system for user guidance
* Generate Master Test Plan to handle the tests done for the final implementation
* Publish a final version of the application in a trial environment
* Completion of External User Acceptance Test
* Detailed Programmer Manual
* Product report and project review
* A well-documented presentation to represent the final product to Sponsor
* An official contract document for handing the rights of the project to the sponsor

Evaluation Criteria

The criteria in this phase for evaluating the status of the project are as follows:

* User Acceptance Test

This test is done to make sure all the use case of the implementation is working according to its description. Scenarios will be developed which will contain all use case functionality for testing.

* User Manual

The User Manual will help or guide users to install the application and operate for trading. It must include detailed steps of all the tools in the application including screenshots.

* Finalised application of the system

The application must be checked thoroughly so that the program ran on the application are bug-free. The UI design of the application must be user friendly.

* External User Acceptance Test

After deploying the application in the trial environment, external User Acceptance Test must be conducted and well documented. During testing, there should not be any errors in the application or problem to the user operating the application.

* Programmer Manual

Programmer Manual must contain the context of the description about all the classes in server-side and client-side code. The manual generated must be well presented so that, the programmer who review this manual will have a clear picture of the application.

* Final report and project review

After project is completed, the team must review all the documentation to check the details are well present with standards.

* An official contract document for handing the rights of the project to the sponsor

A “sign off” contract document must be developed. The contract will ensure that the project completed with excellent work and it will be totally handed to the sponsor.

Issues

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| **Issue** | **Status** | **Notes** |
| Overload of assessment from other subjects delaying the task. | Solved | During iteration 5, there were loads of assessment from other subjects. Due to which, the task from the iteration were pushed further few days in order to complete them. The main task that was affected from it was Use Case Testing. So, the team members manage their time and prioritize it in order to complete all the task at the end of the iteration. |
| Confusion between User Acceptance Test and User Manual | Solved | While developing User Acceptance Test and User Manual for the application, the team did not have enough knowledge about the topics. Due to this, it created a confusion to the team. To overcome this issue, the team consulted the lecturer and also looked into the internet for more information. Additionally, the lecturer provided the team with documents about the structure of ‘User Acceptance Test’ and also ‘User Manual’. After resolving the issue, the team were able to complete the documents. |
| Lack of communication between Team members for discussion for Assessment submission | Solved | The team members were supposed to have a regular communication about the project and for meetings. But due to their own circumstances, the team members were having difficulties to put their effort and time to focus in the project. However, the team members were still connected through the ‘Telegram’ and continuing their part of the work which they presented them in the meetings. |
| Overload of Assessment of other subjects delaying the work. | Solved | At the end of the phase, the team had to prepare many documents required for the final assessment. Also, the assessment from other subjects’ assessment was holding the progress of the final assessment. The team members managed their personal leisure time to the project as it is the final assessment that was needed to be completed. |

Achievements

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| Task | Description |
| Developed and finalise User Acceptance Test | Several scenarios were created in which all the major Use Cases of the system were implemented. The testing was completed with well documented and controlled version. |
| Complete User Manual | After implementation, the manual was developed which included how to install the application in the user device and how to use it. |
| Publish application in a trial environment | After implementation was completed, it was uploaded to the trial environment where it would be possible and easier to conduct ‘Beta Testing’ with users. |
| Develop 1st External User Acceptance Test | Firstly, users were selected whom then test was carried out. The users were handed the application for testing. The scenario was well documented, and the bugs were noted for improving the system. |
| Develop 2nd External User Acceptance Test | After the first test was complete, some of the bugs found were solved and new version of application was used for second ‘Beta Testing’. The test was similar compared to the first test. Additionally, the test was well documented by the team member as before. |
| Finalised Master Test Plan | After the test completed, the Master Test Plan was updated in order to document all the test versions taken for ‘Beta Testing’. |
| Finalised Programmer Manual | After the implementation was finalised, Programmer Manual was developed in order to assist the software development personnel from the company to understand the architect of the system. The manual contained brief detail of all the methods and classes |
| Finalised Version Control, Risk List and Project Plan for submission | During the team meeting minutes, team members put their extra to update the Version control, Risk List and Project Plan. In the final group meeting minutes, team member followed their procedure and kept all their documents up to date. |
| Reviewing all documentation for Submission of the assessment | The team held a group meeting before the submission to check the documents prepared from iteration 1 till iteration 6. The documents were updated and finalised for the submission for the final assessment. |

Assessment Against Evaluation Criteria

Following are the assessment made against each evaluation criteria.

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| Criteria | Description | Assessment |
| User Manual | The use of the software might be similar of different from the software that people use nowadays. Hence, a User Manual is created for the user making the software more understandable and easier to learn. | Completed |
| Final Implementation of the System | The implementation had some logical errors that were found during the testing. From the final testing, the implementation has been made sure it is good to use for the company. | Completed |
| Programmer Manual | With the use of the software, there may come certain time where the program might get crashed due to overloading of data or high traffic, etc. To resolve those complication, the company is handed a programmer manual which the developers could use them the core architecture of the system. | Completed |
| Produce Final Report and Product Review | After all the documentation handled by the team members, the report and product review were generated. The report and product review included the information about the updates made at the final phase. This report supports to assure that the software made is well programmed and proof of sustainability. | Completed |
| “Sign off” document | With the end of the phase, the product for our Sponsor has also been finalised with a great success. For our final meeting with the Sponsor, a document is created to officially hand the project rights to the Sponsor. | Completed |

Conclusion