# ABC’s Inventory Management System

## Version Control

## Configuration Management

* It is advised that team members select ‘Watching’ on the repository. This way you will be sent an email every time someone makes changes to the repository. Team members are also advised to send a text message on Telegram every time they have posted something on their branch on GitHub. This gives team members an idea on what is being done by each team member for their tasks.
* Final documents after being reviewed will be posted on one drive shared document.
* If any changes need to be made, it will be made, and a new updated version will be posted on one drive. No versions on one drive are to be deleted by any team member.
* Assignment submissions are to be made on a different one drive shared folder.

## Version Control Table

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| --- | --- | --- | --- | --- |
| **Title** | Update the Team Charter and Project Proposal | | | |
| **Description** | * Update the Mission and Objective or Goals in Team Charter, add some more rules about team’s communication. * Re-write the Short Project Description in Project Proposal. | | | |
| **Created By** | Hieu Hanh Tran | | | |
| **Date Created** | 08/03/2018 | | | |
| **Maintained By** | Hieu Hanh Tran, Shirish Maharjan, Arik Maharjan | | | |
| **Version Number** | **Modified By** | **Modifications Made** | **Date Modified** | **Status** |
| Team Charter v1 | Hieu Hanh Tran | * Provide the Team Name as well as the team member’s contact details. * Provide the Team Mission and Objectives or Goals to show the clients the reason why the team exists, the specific goals or outcomes that the team is hoping to achieve; the Potential Barriers the team will meet during doing the project. * Provide the Team Member Skill Inventory as well as the Roles and Responsibilities which are supported by each team member. * Provide the basic Rules and Expectations as well as Conflict Resolution Mechanisms to avoid potential issues when doing the project. * Ensure get the agree from all team members by signing off the Team Charter. | 01/03/2018 | Revised |
| Team Charter v2 | Shirish Maharjan | * Change the team name. * Re-define the Mission and Objectives or Goals in Team Charter as well as limit the scopes. * Take the Team Communications part out of Team Charter to become a separate file. * Add some communication rules and expectations into the Team Charter such as time for meetings, medium of meetings, location for meetings. * Informing team members that the roles and responsibility will be rotated every month. | 08/03/2018 | Revised |
| Team Charter v3 | Arik Maharjan | * Add a brief description about the rotation of roles in Team Member Skill Iventory. * In the conflict resolution should mention that the project manager would be incharge when having the conflicts between team members. * Add more role for each team member instead of 1 member only assign 1 role. | 15/03/2018 | Revised |
| Project Proposal v1 | Shirish Maharjan | * Provide the basic information about the project such as, project name, project member, project summary, etc. * Provide the Short Project Description to help the clients as well as team members have the overview of the project. * List the main components of architecture which are used to deploy the project. * Provide the team’s skill list about which skill will be used to deploy the project * Provide the potential issues list which the team might meet when doing the project. | 01/03/2018 | Revised |
| Project Proposal v2 | Shirish Maharjan | * Change the Project Name and Group Size from “Ware house Management System” to “ABC’s Inventory Management System” to make the name for specific. * Change the Architecture Outline to make it more accurate. * Re-define the Short Project Description in Project Proposal to make the project clearer and follow the missions as well as goals. | 08/03/2018 | Revised |
| Project Proposal v3 | Hieu Hanh Tran | * Fix the Short Project Description part in Project Proposal to be more specific such as:   + Show the current situation problems of the project.   + Explain how to solve those problems   + Which methodology will be applied to solve those problems   + What are the features of the system.   + What are the functionalities of the system. * Change the Template of the Project Proposal to be consistent with other files. | 14/03/2018 | Draft |
| Project Plan v1 | Shirish Maharjan | * Initial Plan document of the project * Referenced milestones from subject outline and assignments. | 12/03/2018 | Draft |
| Project Plan v2 | Shirish Maharjan | * Add more tasks the Iteration I-1 in Project Milestones and Objectives part such as Risk List, master Test Plan, etc. * Add more information about the features of the System. * The Project Plan should not use the words such as “Head of” because those words only used for an organisation or department. * Deployment section should be improved the testing phase. (the porject should be tested and get the feedback from other teams or stakeholders). * Add more role for each team member instead of 1 member only assign 1 role. * Project Practices and Measurements should be fixed by giving the shorter description but need to be reference to the Project Proposal. * Add Gantt Chart for the Project Practices and Measurements. | 14/03/2018 | Revised |
| Iteration 1 Plan v1 | Hieu Hanh Tran | * Provide the Key milestones such as milestone and date of each milstone. * Prove the high-level objectives of the Iteration 1. * Provide the Work Item assignments to give the details of the task such as who will assign for the task, priority of the task, etc. * Provide the issues when doing the Iteration. * Provide the evaluation criteria for the Iteration 1. * Orivude the assess ments which is used for capturing and communicating results and actions from assessments. | 10/03/2018 | Draft |
| Iteration 1 Plan v2 | Shirish Maharjan | * Adjust date of Iteration 1 start from 14/03/2018 instead of 12/03/2018. * Complete the Assigned name for the tasks in work iten assignments. * Add the Estimate Hours Work for each task in Work Item assignments. * Complete the Issues part and Assessment part. | 15/03/2018 | Revised |