Software development project 1

Project Initiation

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## Team Name: Noobs

## Contact details:

|  |  |  |
| --- | --- | --- |
| **Name** | **Phone number** | **Email address** |
| Hieu Hanh Tran | 0424886789 | tran.hanh3012@gmail.com |
| Shirish Maharjan | 0426708769 | 001shirish@gmail.com |
| Arik Maharjan | 0416471850 |  |

## Team Mission and Objectives or Goals

* The mission of this team is to develop an application for shopping clothes’ warehouse that supports the trades of products between the warehouse and shops more convenient.
* Noobs realised the high level of demands in trading and exchanging the goods between the shops and warehouse but have not utilised the technology, we are established to solve this problem as well as improve the convenience, mobility, and flexibility for the company.
* The specific goals and or outcomes that we are hoping to achieve over the life of the team include:
  + To interview the shops’ managers and warehouse’s manager to identify how the trades are running and which are required for the important informations. Survey to be completed and presented to the team by 5th March.
  + Conducting the researchs and dicussions among the team members through the team meetings to develop and present the Project Vision, Initial Requirement Model, Proposed Architecture, Risk List, Master Test Plan, Initial Project Plan, Techinical Competency Demonstrator, and the inception Phase Project Status Assessment to the Project Manager by 6th April.
  + Revising the documents which were presented to present the Revised Project Vision, Revised Requirement Model, Final Architecture, Revised Risk List, Revise Master Test Plan, Executable Architecture, Evidence of Testing, Revised Project Plan, and Elaboration Phase Project Status Assessment to the Project Manager by 1st June.
  + After reviewed and accepted by the Project Manager, the team assigned the tasks to conduct the application, the final product need to be present to the Project Manager by 1st Nov.
  + Helping the team members improve the technical knowledge as well as the professional knowledge from other subjects (coding, database’s management, analysys, etc.).
* What are potential barriers to the achievement of those goals?
  + Disorganization of the members.
  + Members not meeting deadlines.
  + Life, time constraints, technological problems.
  + Poor communication within the team
  + Team members not checking in frequently or missing deadlines

## Team Charter

|  |  |  |
| --- | --- | --- |
| **Name** | **Skills and Knowledge** | **Roles and Responsibilities** |
| Shirish Maharjan | * Building bonds skill * Open-mindedness skill * Motivational skill * Presentation skills * Problem solving skill * Data Analytics skill | * Manages the project and the employees. (HRM) * Analysing/ troubleshooting the system(System Analyst) |
| Hieu Hanh Tran | * Coding and Programming skill * Design skill * Computing skill * Debugging skill * Data Analytics skill * Database management | * Developing and coding the system. (Systems Development Manager) * Database design representative(Database and Security Expert) |
| Arik Maharjan | * Communication skill * Social media experience * Interpersonal skill * Customer support * Troubleshooting skill * Documentation skill | * Communications coordinator * Editor * Testing and technical consultant (Business Analyst) |

## Team Communications

* + Meeting Times & Location – Agree on mutually convenient times and location to convene to work on the case assignments.
    - 9:00PM - 12:00PM every Wednesday at University
    - 12:30PM - 5PM every Thursday at University
    - 7:00PM - 10:00PM every Monday: Online meeting
  + Define how the team will communicate with each other and share information. Also specify how meetings will be documented and where subsequent resources will be stored for ease of access.
    - Using face to face discussion in the team meetings.
    - Using Telegram application for updates and quick messaging
    - Using Github for storing/sharing the subsequent resources
    - Using Charles Sturt Video Conferences for online conference meetings

## Team Rules & Expectations

* If the team member does not contribute to a team assignment or does not finish the assigned tasks on due date, their name will be left off the final posting as contributing to the assignment.
* The deadline for the tasks will be assigned every Wednesday and will be due next every Monday.
* Team members check in with the team every check in team folder every day or every other day, so everyone stays caught up on the conversations.
* Before attending the online meeting every Monday, team members need to finish completely all the tasks for discussing and fixing the issues.
* After each meeting session, the hand-writing records will be uploaded on Github for reviewing.
* All members should do their best to comply with the rules and expectations that we as a team create.
* Team members will stay throughout duration of the team assignment and give feedback about the assignment. Posting such as “this is fine – fix whatever you want then feel free to post the final” is not acceptable if this is posted Sunday and the final posting is due Monday, for example. Team members should sign off on the assignment the day the assignment is due.
* Keep positive strong communication between everyone; have set times when we all should meet as a team so everyone is on the same page.
* Remain professional.
* Use phone calls as a last way when there is an issue.
* Some excuses for missing work such as: doctor or dentist appointment, illness, medical procedures, etc. can be acceptable.
* Using brainstorming technique for group decision-making.

## Conflict Resolution Mechanisms

* Team members not meeting their obligations to the team.
* Potential conflict could be due to member’s different perceptions of quality work or necessary content.
* Within a team, we should address any issues first, and as a last resort consult our instructor with any conflict that cannot be resolved. As professional teammates, we will be able to resolve any potential conflict.
* To avoid some complications of misunderstandings, we need to stay updated and current with all the postings within the group (but also take into considerations those items when things are sometimes accidentally overlooked).
* Making sure that everyone is at a good understanding of the assignment when doing them. Everyone staying professional and not prejudging immaturely on each other.

## Sign Off

I have participated in the development of this charter and agree to it.

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| Shirish Maharjan | Hieu Hanh Tran | Arik Maharjan |

Date: