**TechTrek**

**PESO Job Portal Action Plan**

| **Activity** | | **Time Estimates** | | | **Required Resources** | **Dependencies** | **Person-in-Charge** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **#** |  | **Duration** | **Start** | **End** |
| Phase 1 – Planning | | | | | | | |
| 1.1 | Create a company | 1 Day | Jan. 26, 2025 | Jan. 26, 2025 | Internet, laptop | - | All |
| 1.2 | Design a company logo | 1 Day | Jan. 26, 2025 | Jan. 26, 2025 | Internet, laptop | 1.1 | Jo Louis (UI/UX, Developer) |
| 1.3 | Define company mission, vision, and goals | 1 Day | Jan. 26, 2025 | Jan. 26, 2025 | Internet, laptop | 1.1 | All |
| 1.4 | Define company organizational structure | 1 Day | Jan. 26, 2025 | Jan. 26, 2025 | Internet, laptop | 1.1 | All |
| 1.5 | Define company policies and penalties | 1 Day | Jan. 27, 2025 | Jan. 27, 2025 | Internet, laptop | 1.4 | Brylle (Project Manager) |
| 1.6 | Establish and promote company | 1 Day | Jan. 27, 2025 | Jan. 27, 2025 | Internet | 1.5 | All |
| 1.7 | Close a deal with a client | 1 Day | Jan. 28, 2025 | Jan. 28, 2025 | Proposal | 1.6 | All |
| 1.8 | Create project action plan | 2 Day | Feb. 19 2025 | Jan. 20, 2025 | Internet, laptop | 1.7 | All |
| 1.9 | Determine project milestones and deliverables | 1 Day | Jan. 31, 2025 | Jan. 31, 2025 | Internet, laptop | 1.7 | Brylle (project manager) |
| 1.10 | Create work breakdown structure | 2 Days | Jan. 31, 2025 | Feb. 1, 2025 | Internet, laptop, Gantt Chart | 1.8 | Brylle (project manager) |
| 1.11 | Create an online project board | 2 Days | Feb. 22, 2025 | Feb. 23, 2025 | Internet, laptop | 1.8 | Brylle (project manager) |
| 1.12 | Create an online Gantt Chart | 1 Day | Feb. 18, 2025 | Feb. 18, 2025 | Internet, laptop | 1.8 | Brylle (project manager) |
| 1.13 | Create Activity Network Diagram | 1 Day | Feb. 22, 2025 | Feb. 22, 2025 | Internet, laptop | 1.9 | All |
| 1.14 | Determine project critical path and slack time | 1 Day | Feb. 22, 2025 | Feb. 22, 2025 | Internet, laptop | 1.9 | All |
| 1.15 | Collate project documentation for Phase 1 | 3 days | Feb. 2, 2025 | Feb. 4, 2025 | Internet, laptop | 1.14 | All |
| Phase 2 – Analysis | | | | | | | |
| 2.1 | Identify data collection method |  |  |  | Internet, laptop |  |  |
| 2.2 | Conduct initial data gathering |  |  |  | Internet, laptop |  |  |
| 2.3 | Transcribe and analyze collected data |  |  |  | Internet, laptop |  |  |
| 2.4 | Propose initial solution for the project |  |  |  | Internet, laptop |  |  |
| 2.5 | Determine project cost |  |  |  | Internet, laptop |  |  |
| 2.6 | Conduct feasibility study |  |  |  | Internet, laptop |  |  |
| 2.7 | List initial project requirements |  |  |  | Internet, laptop |  |  |
| 2.8 | Determine hardware requirements |  |  |  | Internet, laptop |  |  |
| 2.9 | Determine software requirements |  |  |  | Internet, laptop |  |  |
| 2.10 | Determine network requirements |  |  |  | Internet, laptop |  |  |
| 2.11 | Determine database requirements |  |  |  | Internet, laptop |  |  |
| 2.12 | Identify software specifications |  |  |  | Internet, laptop |  |  |
| 2.13 | List product features |  |  |  | Internet, laptop |  |  |
| 2.14 | List product attributes |  |  |  | Internet, laptop |  |  |
| 2.15 | Create product mockups |  |  |  | Internet, laptop |  |  |
| 2.16 | Finalize documentation for Phase II |  |  |  | Internet, laptop |  |  |
| Phase 3 – Design | | | | | | | |
| 3.1 | Determine system architecture | 3 Days | Feb. 16, 2025 | Feb. 18, 2025 | Internet, laptop, documents | 2.7 | Gieno Ryan (System Analyst), Brylle (Project Manager) |
| 3.2 | Create business use case |  |  |  | Internet, laptop |  |  |
| 3.3 | Create context and data flow diagram |  |  |  | Internet, laptop |  |  |
| 3.4 | Design system models |  |  |  | Internet, laptop |  |  |
| 3.5 | Design user interface |  |  |  | Internet, laptop |  |  |
| 3.6 | Create product prototype |  |  |  | Internet, laptop |  |  |
| 3.7 | Finalize documentation for Phase III |  |  |  | Internet, laptop |  |  |
| Phase 4 – Coding | | | | | | | |
| 4.1 | Write System Module 1 – [Name of Module] | 2 Days |  |  | Internet, laptop |  |  |
| 4.2 | Write System Module 2 – [Name of Module] | 2 Days |  |  | Internet, laptop |  |  |
| 4.3 | Get feedback from a consultant 1 | 1 Day |  |  | Internet, laptop |  |  |
| 4.4 | Debug, fix bugs, and update modules | 1 Day |  |  | Internet, laptop |  |  |
| 4.5 | Write System Module 3 – [Name of Module] | 2 Days |  |  | Internet, laptop |  |  |
| 4.6 | Write System Module 4 – [Name of Module] | 2 Days |  |  | Internet, laptop |  |  |
| 4.7 | Write System Module 5 – [Name of Module] | 2 Days |  |  | Internet, laptop |  |  |
| 4.8 | Integrate System Modules | 3 Days |  |  | Internet, laptop |  |  |
| 4.9 | Get feedback from a consultant 2 | 1 Day |  |  | Internet, laptop |  |  |
| 4.10 | Debug, fix bugs, and update modules | 1 Day |  |  | Internet, laptop |  |  |
| 4.11 | Conduct unit testing | 1 Day |  |  | Internet, laptop |  |  |
| 4.12 | Finalize product design and coding | 2 Days |  |  | Internet, laptop |  |  |
| Phase 5 – Testing | | | | | | | |
| 5.1 | Conduct alpha testing | 4 Days |  |  | Internet, laptop |  |  |
| 5.2 | Conduct beta testing | 4 Days |  |  | Internet, laptop |  |  |
| 5.3 | Fix system errors | 3 Days |  |  | Internet, laptop |  |  |
| 5.4 | Conduct software/product attributes testing | 3 Days |  |  | Internet, laptop |  |  |
| 5.5 | Conduct user acceptance testing | 3 Days |  |  | Internet, laptop |  |  |
| 5.6 | Deploy system/product to client’s site | 3 Days |  |  | Internet, laptop |  |  |
| Phase 6 - Maintenance | | | | | | | |
| 6.1 | Create product manual | 3 Days |  |  | Internet, laptop,  Documentation tools | 6.3 | All |
| 6.2 | Gather and analyze customer feedback | 1 Week |  |  | Internet, laptop,  Survey Tools | 6.4 | Gieno Ryan (System Analyst), |
| 6.3 | Perform system maintenance (corrective, perfective, adaptive) | 5 Days |  |  | Internet, laptop,  Dev Tools | 6.5 | Venard Jhon (Developer), Jo Louis (Developer) |
| 6.4 | Finalize project documentation | 2 days |  |  | Internet, laptop,  documentation | 6.6 |  |
| 6.5 | Turn-over project to client and close the project | 4 Days |  |  | Presentation Materials | 6.7 | All |

Note: The number of phases and activities varies depending on the selected software process model.