QUALITY MANAGEMENT PLAN

The Quality Management Plan’s purpose is to record specific quality assurance to ensure the client is satisfied at the delivery of our product. It outlines quality policies, procedures, and principles of the creation, development, and finalization of the product.

PROJECT MANAGER RESPONSIBILITIES

The project manager is the liaison between the client and development team. The manager works with the client at the onset of the project to ensure vision of the end-product is satisfactory to the client. The project manager then outlines the scope and requirements need for the project to be successful for the client. The project manager organizes the development team and assign tasks to team member in such a way that best fit for further advancement of the development of the product. The project manager will operate in a way that open communication is encouraged in this project, both from the client side and from the development team so that the project’s goals and objects are on in line with project charter.

PROJECT TEAM MEMBERS RESPONSIBILITIES

Project team members will operate in such a way that open communication is encouraged and utilized between fellow team members, clients, and the project manager. Team members will act on this project with the client’s best interests in mind. Team members will keep clients up-to-date regarding the progress of the project on a regular basis. Team members will produce deliverables and products in a timely fashion outlined in the project plan.

CLIENT RESPONSIBILITIES

Clients are encouraged to be available to the project manager and team members to ensure deliverables and products are development to clients’ satisfaction and in a timely fashion outlined in the project plan. Client should also be available to provide their expertise on different aspects of the project that will help support the development of the product. Clients will validate deliverables that are produced in accordance with the project plan. Clients will supply content (information, photos, etc.) to be used on the website.