

Version-2

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Date: 23 August 2024

**PROJECT OVERVIEW**

<b>Project Name</b>	<b>Service Invoice System</b>		
<b>Target Start Date</b>	September 1 <sup>st</sup> 2024	<b>Target Implementation Date</b>	February 1 <sup>st</sup> 2025
<b>Requestor Name</b>	David Decary-Hetu	<b>Business Project Sponsor</b>	University of Montreal
<b>IT Contact</b>	David Decary-Hetu	<b>IT Project Sponsor</b>	David Decary-Hetu

**PURPOSE**

This project aims to update and modernize the Service Invoice System by addressing existing bugs, upgrading outdated software components, and enhancing the user interface to improve functionality and appearance.

**PROJECT SCOPE**

This document is intended to establish a common understanding and is a conceptual general scope of work on new concepts and process handling with the business.

**Common Definitions –**

“Public View” - Describes what a user sees when they are NOT logged into the site

“Private View” – Describes what a user sees when they are either logged into the site.

“Pyrite” – The original name of the framework developed for Articling.

“Docker” – Virtualized server/development environment that can run on any device and makes the software platform agnostic.

**OUR GENERAL UNDERSTANDING**

Criminologie seeks to update its software to address bugs and modernize its appearance. The current software, based on the outdated Pyrite framework, requires

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updates to function with PHP 8+ and will need to be adapted for a modern development environment.

**Key Updates Required:**

- Framework Updates: Transition from outdated Pyrite framework components.
- Frontend Updates: Upgrade CSS to Bootstrap 5, and update JQuery and JavaScript.
- PHP/SQLITE Upgrade: Update PHP to version 8.2, replace deprecated extensions (e.g., mcrypt), update SQLITE, ensure compatibility throughout.

**NEW FEATURES / CHANGES****MILESTONE -1 Project Setup and Review**

- Review existing code and frameworks (PyritePHP, PyriteEmail, PyriteView).
- Set up new repositories and development environment.
- Separate layout changes from functional code changes.
- Organize tasks into phases and manage through Asana.

**MILESTONE-2 – Rework Screen Layouts**

- Update public and backend layouts with the latest versions of Bootstrap, JQuery, and JavaScript.
- Rework layout into distinct PHP/TWIG/HTML pages (Header, Side-Navigation, Footer, Body, Errors) following new design PPT.
- Maintain consistent look and feel across all pages.

**MILESTONE 3 – Update remaining system requirements**

- Update PHP to 8.2 and adjust for deprecated extensions.
- Update SQLite and suggest improvements.
- Adjust for any Composer (3<sup>rd</sup> party Library) updates.

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Fix identified bugs related to article submissions, user access, and reviewer information.

1. People who submit articles associate their submission with a journal volume. Sometimes they make a mistake, and we need to change the volume. There is a bug in how that is processed.
2. When a person is a reviewer for a paper, he loses all of their access to the rest of the dashboard. The reduced privileges should be limited to the paper where they are the reviewer (or the author). **(Potentially fixes in Milestone 1)**
3. There is a bug when I add a reviewer, whereas only the email of the person is recorded, and not the other information.

**MILESTONE 5 – Potential New Feature**

Consider moving from Sendgrid to Postmark for emails.

**MILESTONE 6 – New Feature / Translations -further scope required**

- Explore solutions for managing French/English text and automated emails.
- Consider building a command-line tool for identifying missing PO keys and a local translation editor.

**PROPOSED DEVELOPMENT MILESTONES AND METHODS:**

- The custom nature of the software presents a significant learning curve.
- Lack of unit tests necessitates extra time for quality control.

Consequently, estimates can vary and are provided with a low and high.

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Module / Function	Descriptions	Estimated Hours Low / Hi
<b>MILESTONE 1</b>	Feature 1 - Project Onboarding, Setup and Review	20 / 40
<b>MILESTONE 2</b>	Feature 2 - Rework Screen Layouts	16 / 32
<b>MILESTONE 3</b>	Update remaining system requirements	8 / 16
<b>MILESTONE 4</b>	Bug Fixes.	8 / 24
<b>MILESTONE 5</b>	Sendgrid to Postmark	1/3
<b>MILESTONE 6</b>	New Editor for translations, templates	TBD
	Unforeseen complications integrating with existing code / changing existing code.	10
	<b>Total Hours</b>	<b>53 / 115</b>
	<b>@45.00/hr USD</b>	<b>\$2385/ \$5175</b>



David Décary-Hétu



Gary Flauder

August 30th 2024

August 30th 2024

### Key Success Factors and Assumptions

#### Success Factors

**Ownership.** Visible and ongoing management ownership of the project is crucial. Active participants in the Project teams are critical to ensure effective decisions take place.

**Scope and Requirements.** The boundaries and objectives of this implementation must be clearly defined and communicated to mitigate the risk of the requirements being incomplete or detached.

**Quality Assurance & Availability.** Organizational support for the project determines how the project team manages conflicting priorities. Specifically, having the appropriate individuals available for User Acceptance Testing and Acceptance.