Project plan

In sprint 1, we will do these following tasks on Trello:
Consulting service for 5 days 35 hours
Search for tree for 7 days 60 hours
Booking for 3 days 20 hours
Payment for 4 days 28 hours
Delivery for 3 days 19 hours
After sale service for 3 days 28 hours
Besides, we will finish these documents before 23th May: Gantt chart, Burndown chart, Mockup for sprint 1, Planning, sprint 1 review, sprint 1 retrospective.

Brief Quality Plan

Before releasing the formal version of the app, it will be tested first by testing groups. The app should contain all functions and requirements from customers, and make sure all software functions have been achieved and logically normal. The standards are start time, response, phone memory, mobile phone traffic consumption, affect power consumption, and these performance problems. And testers need record all data from testing, and we are able to find some problems in it. If there are bugs, we will discussion user stories again and verify the requirements.

Brief Risk register and risk planning

The top 5 risks are Peter responds slowly, sick members, different opinions, delay of work, miss yourself tasks deadline. We can contact with Peter using Skype for convenience, have a discussion during the meeting in case of conflict, and set a reminder for upcoming turn in documents. If someone is sick, we will reconsider the schedule and re-assign the tasks.

Brief Change Management plan

If the requirement is changed, the change is logged in the change log. The change request is reviewed by the team. The team determines the impact to the project. The change is accepted or rejected. Then notify the team and the requestor of the decision. Finally, finish change implementation.

Brief communications plan

The team talks about to do list and sends it to Product Owner by email. And he makes decisions and prioritizes it. The detailed information of this project is sent to the CIO, who sponsors the project by the team. The changes of requirements are sent to the change manager. The mockup is shown to customers and determines whether it satisfy their requirements, and find out problems.