

Dudley's Beverage Inventory Tracking & Order Processing Interface

LiQuera

Matt Caito (mcaito@unomaha.edu)
Esteban Conforte (econforte@unomaha.edu)
Brock Hinkson (bhinkson@unomaha.edu)
Chris Jameson (cjameson@unomaha.edu)

Table of Contents

LiQuera

Client Documents	4
Opening Statement	5
Executive Summary	6
Implications for Client	7
Items for Approval	8
Project Documents	9
System Service Request	10
Project Charter	11
Control Documents	12
Roles and Responsibilities	13
Change Log	14
Communication Management Plan	15
Meeting Communications	16
Team Member Status Report	17

Client Documents

LiQuera

Client Documents

Opening Statement

LiQuera

Milestone 1 of the LiQuera has been completed. The systems development project continues to remain on time and on budget.

Client Documents

Executive Summary

LiQuera

This milestone contains documents to describe the LiQuera project. The milestone contains:

- Opening Statement: Statement describing the current status and milestone of the project.
- Executive Summary: A definition of every document in this milestone.
- Implications for Client: Things the client needs to do for this milestone.
- Items for Approval: Items needed to be approved for the project to move forward.
- System Service Request: Form stating the problem this project is solving.
- Project Charter: Formal document detailing the objectives and assumptions of this project.
- Roles and Responsibilities: Details each person's role and responsibility for this project.
- Change Log: Log detailing all changes made to these documents.
- Communication Management Plan: The plan detailing how the group will meet up and how.
- Meeting Communications: Detailed notes and times of when the group had a meeting.
- Team Member Status Report: Details each member's milestone activities and progress

Client Documents

Implications for Client

LiQuera

Client Documents

Items for Approval

LiQuera

We have received permission from the client to pursue the development of a beneficial inventory system for use in their day to day operations. Now, there is currently no other items that need approval.

Project Documents

LiQuera

Project Documents

System Service Request

LiQuera

There are currently no SSR's at this point in the development.

Project Documents

Project Charter

LiQuera

Control Documents

LiQuera

Control Documents

Roles and Responsibilities

LiQuera

Control Documents

Change Log

LiQuera

Date	Rev. No.	Change	Comments
9/9/17	1	Formatted Entire Document	Added page numbers, table of contents, and formatted all headings.
9/10/17	1	Creation of Opening Statement	First Draft
9/10/17	1	Creation of Executive Summary	First Draft
9/10/17	1	Creation of Meeting Communications	First Draft
9/12/17	2	Meeting Communications	Documented 2nd planned meeting

Communication Management Plan

LiQuera

Meeting Communications

LiQuera

Date: 9/6/17

Time: 2:20pm

Location: University of Nebraska at Omaha, Room PKI-155

Present: Matt Caito, Chris Jameson, Brock Hinkson, Esteban Conforte

Absent: Not Applicable

Item	Responsible Party	Comments
Milestone 1	The four group members	<ul style="list-style-type: none"> • We decided our Roles and Responsibilities • Esteban would be the contact to the customers • We would work off of one Google Doc • Matt would create the initial Google Doc • We created a Google Doc to divvy up the various Documents. Link • We would share our work on Slack • We would continue to communicate via text and Slack

Handouts: None

Discussion: See Comments

Date: The week of 9/6/17

Time: Continuous

Location: Online in Slack

Present: Matt Caito, Chris Jameson, Brock Hinkson, Esteban Conforte

Absent: Not Applicable

Item	Responsible Party	Comments
Milestone 1	The four group members	<ul style="list-style-type: none"> • We posted previews of our Complete Milestone in a word doc • We set up another meeting on the Sept 13

Handouts: None

Discussion: See Comments

Date: 9/13/17

Time: 1:30pm

Location: University of Nebraska at Omaha, PKI-155

Present: Matt Caito, Chris Jameson, Brock Hinkson, Esteban Conforte

Absent: Not Applicable

Item	Responsible Party	Comments
Milestone 1	The four group members	<ul style="list-style-type: none">• Met to determine progress of each other's responsibilities• Provided feedback on each other's work• Worked together to complete User task classes

Handouts: None

Discussion: See Comments

Team Member Status Report

LiQuera

Milestone 1 Activities

Name: Chris Jameson

Completed

1. Opening Statement
2. Executive Summary
3. Meeting Communications
4. Change Log
5. Task User Classes

In-Progress (Estimated Time of Completion)

1. None

Issues/Other

1. None

Name: Matt Caito

Completed

1. Roles and Responsibilities
2. Change Log
3. Items for Approval
4. System Service Request
5. Task User Classes

In-Progress (Estimated Time of Completion)

1. None

Issues/Other

1. None

Name: Esteban Conforte

Completed

1. Task User Classes
2. Implications for Client
3. Project Charter

In-Progress (Estimated Time of Completion)

1. None

Issues/Other

1. None

Name: Brock Hinkson

Completed

1. Communication Management Plan
2. Set up Slack
3. Task User Classes

In-Progress (Estimated Time of Completion)

1. None

Issues/Other

1. None