**Project Proposal**

**1. Problem Definition**

1. What we want to build is a memo app
2. We will solve three problems here: one is read and write the file in the disk, one is show all the title of the log files in the menu, the last one is to link the schedule memo to the alarm or calendar.

**2. Features**

1. Functional features
   1. Create a schedule memo or a note memo.
   2. Edit and delete memos.
   3. Show the memo list with title.
   4. Link schedule memo to the alarm or calendar.
2. Non-functional
   1. Notice service
   2. Search memo

**3. Team Organization**

1. We have two team members: Han Zhang and Yuanjun Hu. Han Zhang will design and plan for the project. Also in the programming part, Han Zhang will do the menu and file read/write, Yuanjun Hu will try to solve other featrues. The testing and report will be done by Yuanjun Hu.

**4. Communication Policies**

The main way to communicate is meeting face to face; we will also communicate with each other by QQ and Email.

**5. Resources**

1. Android studio and its SDKs.
2. PCs and one android device.

**6. Project Plan and schedule**

The preliminary plan is below:

1 By Feb 24th finish the scope and requirement work;

2 By March 10th finish the UI design and code;

3 By March 25th finish the code work and begin the test;

4 By April 10th finish test and debug and get a prototype;

5 Submit the finial one before April 20th.

**7. Risk Management Plan**

The main risk in this program is two parts:

One is the read/write part. In this part the two kinds of memo must be distinguished and shows in the menu.

The other is the part linking to the alarm or calendar app may meet problems.

The first part is the main part of the app, so the risk will not be avoided. What we can do is leave more time to coding this part. But the second part can be solved separately with the main part. So we can leave it to the last to get enough time.

**8. Tracking and quality measurement plan**

The main way to track is meeting face to face, talk with the progress and show the result. The quality measurement will be done by other students in Gannon to see if the app is good by a questionnaire.