<Project Name>

Software Development Plan

Version <1.0>

[Note: The following template is provided for use with the simple project plan. Text enclosed in square brackets and displayed in blue italics (style=InfoBlue) is included to provide guidance to the author and should be deleted before publishing the document. A paragraph entered following this style will automatically be set to normal (style=Body Text).]

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[This document reference is slightly modified from: <http://se.inf.ethz.ch/old/teaching/ws2004/0273/slides/Project%20Plan%20wo.%20QA,%20Transition.doc>]

Revision History

|  |  |  |
| --- | --- | --- |
| **Date** | **Version** | **Description** |
| <dd/mmm/yy> | <x.x> | <details> |
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Software Development Plan

# 

# Introduction

[The introduction of the **Software Development Plan** provides an overview of the entire document. It includes the purpose, scope, definitions, acronyms, abbreviations, references, and overview of this **Software Development Plan**.]

## Purpose

[Specify the purpose of this **Software Development Plan**. The text below is provided as an example**.** ]

The purpose of the *Software Development Plan* is to gather all information necessary to control the project. It describes the approach to the development of the software and is the top-level plan generated and used by managers to direct the development effort.

The following people use the *Software Development Plan*:

* The **project manager** uses it to plan the project schedule and resource needs, and to track progress against the schedule.
* **Project team members** use it to understand what they need to do, when they need to do it, and what other activities they are dependent upon.

## Scope

[A brief description of the scope of this **Software Development Plan**; what Project(s) it is associated with and anything else that is affected or influenced by this document. The text below is provided as an example.]

This *Software Development Plan* describes the overall plan to be used by the <project name> project, including deployment of the product. The details of the individual iterations will be described in the Iteration Plans.  
The plans as outlined in this document are based upon the product requirements as defined in the *Vision Document*.

## Definitions, Acronyms, and Abbreviations

[This subsection provides the definitions of all terms, acronyms, and abbreviations required to properly interpret the **Software Development Plan**. This information may be provided by reference to the project’s Glossary.]

See the Project Glossary.

## References

[This subsection provides a complete list of all documents referenced elsewhere in the **Software Development Plan**. Identify each document by title, report number if applicable, date, and publishing organization. Specify the sources from which the references can be obtained. This information may be provided by reference to an appendix or to another document.

For the **Software Development Plan**, the list of referenced artifacts includes:

* RUP for Small Projects Website
* Iteration Plans
* Development Case
* Vision
* Glossary
* Any other supporting plans or documentation.

## Overview

[This subsection describes what the rest of the **Software Development Plan** contains and explains how the document is organized. The text below is provided as an example.]

This *Software Development Plan* contains the following information:

Project Overview — provides a description of the project's purpose, scope, and objectives.  It also defines the deliverables that the project is expected to deliver.

Project Organization — describes the organizational structure of the project team.

Management Process — explains the estimated cost and schedule, defines the major phases and milestones for the project, and describes how the project will be monitored.

Applicable Plans and Guidelines — provides an overview of the software development process, including methods, tools and techniques to be followed.

# Project Overview

## Project Purpose, Scope, and Objectives

[A brief description of the purpose and objectives of this project and a brief description of what deliverables the project is expected to deliver.]

## Assumptions and Constraints

[A list of assumptions that this plan is based and any constraints, for example. budget, staff, equipment, schedule, that apply to the project.]

## Project Deliverables

[A list of the artifacts to be created during the project, including target delivery dates. The text below is provided as an example.]

Deliverables for each project phase are identified in the Development Case. Deliverables are delivered towards the end of the iteration, as specified in section *4.2.4 Project Schedule*.

## Evolution of the Software Development Plan

[A table of proposed versions of the **Software Development Plan**, and the criteria for the unscheduled revision and reissue of this plan. The text below is provided as an example.]

The *Software Development Plan* will be revised prior to the start of each Iteration phase.

# Project Organization

## Organizational Structure

[Describe the organizational structure of the project team, including management and other review authorities.]

## Roles and Responsibilities

[Identify the project organizational units that will be responsible for each of the disciplines, workflow details, and supporting processes. The text below is provided as an example.]

|  |  |
| --- | --- |
| **Person** | **Rational Unified Process Role** |
| Sally Slalom, Senior Manager | [Project Manager](..\..\..\process\workers\wk_projm.htm) [Deployment Manager](..\..\..\process\workers\wk_depm.htm) [Requirements Reviewer](..\..\..\process\workers\wk_reqrv.htm) [Architecture Reviewer](..\..\..\process\workers\wk_arvwr.htm) [Configuration Manager](..\..\..\process\workers\wk_cmmgr.htm) [Change Control Manager](..\..\..\process\workers\wk_ccmgr.htm) |
| Matt Mogul, VP Operations | [Project Reviewer](..\..\..\process\workers\wk_prrev.htm) [Requirements Reviewer](..\..\..\process\workers\wk_reqrv.htm) |
| Tom Telemark, Senior Software Engineer | [System Analyst](..\..\..\process\workers\wk_sysan.htm) [Requirements Specifier](..\..\..\process\workers\wk_ucaut.htm) [User Interface Designer](..\..\..\process\workers\wk_uides.htm) [Software Architect](..\..\..\process\workers\wk_archt.htm) [Design Reviewer](..\..\..\process\workers\wk_desrv.htm)  [Test Manager](..\..\..\process\workers\wk_tstmng.htm)  [Test Analyst](..\..\..\process\workers\wk_tstanl.htm)  and to a lesser extent the following roles:  [Designer](..\..\..\process\workers\wk_dsgnr.htm) [Implementer](..\..\..\process\workers\wk_implm.htm) [Code Reviewer](..\..\..\process\workers\wk_codrv.htm) [Integrator](..\..\..\process\workers\wk_syint.htm) [Test Designer](..\..\..\process\workers\wk_tstds.htm) [Tester](..\..\..\process\workers\wk_tstr.htm) [Technical Writer](..\..\..\process\workers\wk_tchwr.htm) |
| Susan Snow, Software Engineer  Henry Halfpipe, Junior Software Engineer  TBD1, Software Engineer  TBD2, Junior Software Engineer | [Designer](..\..\..\process\workers\wk_dsgnr.htm) [Implementer](..\..\..\process\workers\wk_implm.htm) [Code Reviewer](..\..\..\process\workers\wk_codrv.htm) [Integrator](..\..\..\process\workers\wk_syint.htm) [Test Designer](..\..\..\process\workers\wk_tstds.htm) [Tester](..\..\..\process\workers\wk_tstr.htm) [Technical Writer](..\..\..\process\workers\wk_tchwr.htm) |
| Patrick Powder, Administrative Assistant | Responsible for maintaining the Project web site, assisting the Project Manager role in planning/scheduling activities, and assisting the Change Control Manager role in controlling changes to artifacts. May also provide assistance to other roles as necessary. |

Anyone on the project can perform [Any Role](..\..\..\process\workers\wk_any.htm) activities.

# Management Process

## Project Estimates

[Provide the estimated cost and schedule for the project, as well as the basis for those estimates, and the points and circumstances in the project when re-estimation will occur.]

## Project Plan

[This section contains the schedule and resources for the project.]

### Phase Plan

[Include the following:

 Work Breakdown Structure (WBS) — optional for small projects

 a timeline or Gantt chart showing the allocation of time to the project phases or iterations

 identify major milestones with their achievement criteria

Define any important release points and demos.]

### Iteration Objectives

[List the objectives to be accomplished for each of the iterations.]

### Releases

[A brief description of each software release and whether it’s demo, beta, and so on.]

### Project Schedule

[Diagrams or tables showing target dates for completion of iterations and phases, release points, demos, and other milestones.]

### Project Resourcing

 [Identify the numbers and type of staff required here, including any special skills or experience, scheduled by project phase or iteration.

 Describe how you will approach finding and acquiring the staff needed for the project.

 List any special training project team members will require, with target dates for when this training should be completed.]

# Annexes

[Additional material of use to the reader of the **Software Development Plan**. Reference or include any project technical standards and plans which apply to this project.]