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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Communication Management Plan** | | | | | | | | | | | | | |
| **Project title : M Store Branded Shop** | | | | | | | | | | | | | |
| **Objectives: (Why and what information needs to be distributed on a project?)**   * **To establish and maintain effective communication within project team and the team with project’s stakeholders.** * **To achieve broad communication within Internal (within project team members) and external (customer) and to be the project on track and deliver on time.** | | | | | | | | | | | | | |
| **Project team (Team 2) and Stakeholder** | | | | | | | | | | | | | |
| **No** | **Name** | | | **Role** | | | | | **Contact email** | | | | |
|  | Prof. Somesh | | | Customer | | | | | Somesh.rao@mum.edu | | | | |
|  | Bon | | | Team Lead/Developer | | | | | bnguyen@mum.edu | | | | |
|  | Ulugbek | | | Developer | | | | | ukucharov@mum.edu | | | | |
|  | Stanley | | | Developer | | | | | sjulien@mum.edu | | | | |
|  | Jean | | | Developer | | | | | jjeancharles@mum.edu | | | | |
|  | Niveen | | | Developer/QA Controller | | | | | nabdelaatty@mum.edu | | | | |
|  | Yee Mon | | | Developer | | | | | ymzaw@mum.edu | | | | |
|  | | | | | | | | | | | | | |
| **Meeting** | | **Purpose** | | | | **Frequency** | | | | **Attendance** | | **Agenda** | |
| Team Status meeting | | To update work progress status, issue/risk within the team | | | | Daily (After the class) | | | | Team | | To be defined before the meeting | |
| **Internal Communication** | | | | | | | | | | | | | |
| **#Iteration,**  **Delivered Date** | | **Information to Distribute (Deliverables)** | **Who** | | **When** | | **How** | **Results** | | | **Note (% completed)** | | **WBS ref** |
| #1  (16/04/19) | | Requirement Gathering | Team  Customer | | 15/04/19 | | meeting | Baseline scope and scope details | | | 100% | | https://github.com/jeancharles18/cs490-project/tree/master/Project%20documents |
| #1  (21/04/19) | | WBS | Team | | 17/04/19 | | meeting,  Chat & Email | Baseline WBS | | | 100% | |
| Iteration Plan | Team | | 17/04/19 | | meeting,  Chat & Email | Baseline Iteration plan | | | 100% | |
| #1  (21/04/19) | | ER Diagram | Team | | 18/04/19 | | meeting,  Chat & Email | Baseline ER diagram | | | 100% | | WBS\_011  https://github.com/jeancharles18/cs490-project/tree/master/Project%20documents |
| MVC Architecture | Team | | 18/04/19 | | meeting,  Chat & Email | Baseline MVC Architecture | | | 100% | | https://github.com/jeancharles18/cs490-project/tree/master/Project%20documents |
| Functional Specification | Team | | 18/04/19 | | meeting,  Chat & Email | Baseline MVC FS | | | 100% | | https://github.com/jeancharles18/cs490-project/tree/master/Project%20documents |
| #2  (26/04/2019) | | Define interface b/w Payment Module and Order Management | Jean (Order Management module owner) | | 22/04/19 | | Face-to-face,  Chat & Email | Finalized the interface | | | 100% | | WBS\_008 |
| #3  (03/05/2019) | | Order and Transaction database model for Report Module | Jean (Order Management module owner) | | 30/05/19 | | Face-to-face,  Chat & Email | Discussed and confirm database model for start developing Report Module | | | Not started | | WBS\_009 |
| #4  (06/05/2019) | | Finalized source code to start project build for QA testing | Team | | 06/05/19 | | meeting | Project build for starting QA testing | | | Not started | | N/A |
| #4  (08/05/2019) | | Confirm with Customer for production delivery | Customer | | 07/05/19 | | Meeting | Production delivery schedule | | | Not started | | N/A |