ID Scanner

1) Take a picture/screenshot of your white board, post it notes, Google doc, or whatever you use for initial brainstorming.

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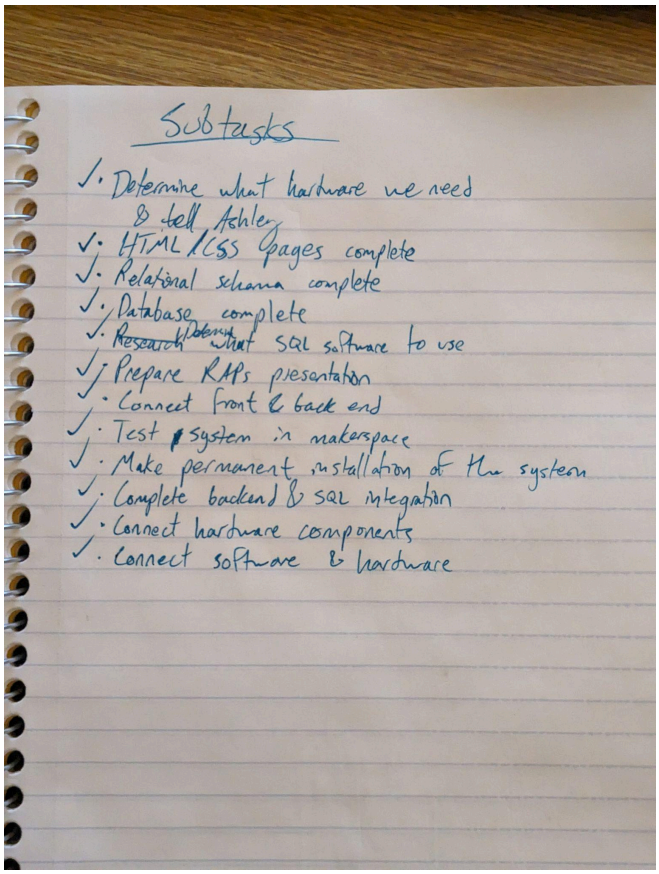

2) Tell me what GANTT chart tracking software you've chosen to use (Excel, Google sheets, dotProject, etc.)

- Google Sheets

3) Submit a PDF version of your initial schedule with half week intervals. It should show the critical path, dependencies among subtasks, who will do what, etc.

- Spreadsheet here: ID Scanner Gantt Chart
- Also see pdf submission

4) Propose a plan for updating the GANTT chart each week. Will you meet to update it collectively? Will you identify one person who will be in charge of actually updating the GANTT chart and exporting a PDF version along with some high level notes about how it has changed (more subtasks added, some subtasks completed, critical path slipping, new estimates)?

- We will meet every Thursday during class time. At the end of each meeting we will spend a few minutes discussing changes to the GANTT chart. No one person will be in

charge of submitting updates each week. Instead, we will rotate through that position and decide who submits on a weekly basis and updates the GANTT chart with task completion %, notes, export PDF + brief summary (e.g., "Hardware delayed 0.5 weeks; Plan B activated").

5) Describe your anticipated/target MVP as well as at least one "Plan B" MVP for if the schedule is slipping and a "Plan A+" if things are going really well.

- MVP:
    - Install an ID scanning system that tracks student information such as waivers, ID numbers, emails, machine usage, etc. Students scan in with their IDs and are prompted to answer a few questions on a screen. Data & analytics are displayed live (either on a standalone screen or a web page). Data can also be exported as a CSV file. Basic admin view
- Plan B:
    - Install an ID scanning system that tracks student information such as waivers, ID numbers, emails, machine usage, etc. Students scan in with their IDs and are prompted to answer a few questions on a screen. Data is exported as a CSV file, but no live analytics are displayed.
- Plan A+:
    - Install an ID scanning system that tracks student information such as waivers, ID numbers, emails, machine usage, etc. Students scan in with their IDs and are prompted to answer a few questions on a screen. Data & analytics are displayed live (either on a standalone screen or a web page). Data can be exported as a CSV file. Students can see how busy the Makerspace is via a real-time crowd meter.

6) What is on the critical path in your GANTT chart towards your MVP?

- Start with planning and design documentation. Decide what hardware and software to use, (and purchase the hardware). Work on the front end and design the back end while waiting for hardware to arrive. Finish the software side and configure the hardware. Do this quickly so that there is time to troubleshoot issues that arise when connecting the software and hardware. Test the system in the makerspace. Make changes if necessary and permanently install the system. While connecting software and hardware, also prepare for RAPs, create documentation for users, etc.

Critical Path:

- Hardware setup (Weeks 1–2).
- Core scan-in/out functionality (Weeks 3–4).
- Database integration (Weeks 5–6).
- Admin dashboard (Weeks 7–8).

7) Identify a list of key risks to the success of your project. Make a plan for resolving the risks as early as possible.

- Hardware not functioning as intended/Hardware delay

    - We need to make a complete plan for our system before selecting the appropriate hardware components so that we know that they will function properly. We will tackle this step immediately.
- Hardware not integrating with software
    - Because we conducted research and planned out our system, this should not be an issue. However, we still anticipate this to be the most likely source of major problems. Because we cannot address this issue until the hardware and software steps are individually complete, it must wait until late in the semester. To account for that, we are trying to finish everything else quickly so that we have a buffer window.