Project Charter - Kathryna Jamima Turi Software Development

Project Information & Stakeholders

PROJECT NAME	Kathryna's Crochet Corner
PROJECT SPONSOR	Kathryna Turi
PROJECT MANAGAER	Kathryna Turi Isaac Jacob Jericha Tolopa Virginia Whemby
DEVELOPMENT TEAM	Kathryna Turi Isaac Jacob Jericha Tolopa Virginia Whemby
STAKEHOLDER REPRESENTATIVE	Kathryna Turi
EXPECTED PROJECT DURATION	6 WEEKS

Project Overview

PROBLEM /ISSUE	**Our goal is develop and improve a software application for "Kathryna's Crochet Corner" that incorporates all the essential functionalities, including effective layout and display of items and information**
PURPOSE OF PROJECT	- The project's implementation aims to enhance the core functionalities of the application and overall user accessibility. This improvement could lead to a more efficient display and crocheted items. - Create and display various collections of data about an individual assignment such as personal information. educational and extracurricular collections.
BUSINESS CASE	The website has gained popularity and requires enhancements to its fundamental features and functionalities to accommodate the growing user base. By improving these basic functionalities, the site can enhance accessibility and over user experience.
GOALS /METRICS	The project goal is to develop a software application to enhance the webpage to enhance the core functionalities to accommodate the growing user base
EXPECTED DELIVERABLES	Develop a software application to enhance the performance and core functionalities to accommodate growing user base.

Project Objectives

1. **Improve User Navigation Between Tabs**
   a. Enhance user navigation between tabs
2. **Update all existing information and links**
   a. Ensure all existing information and links are current and accurate
3. **Create effecient fast working site and getting rid of code that would cause erros or being repeated**
   a. Create a fast, efficient website by eliminating redundant code and fixing any error
4. **Improve User Accessibility**
   a. Enable users to access the website from mutilple devicees and platforms while enhancing the layout to accomadate various screen sizes.

Project Scope

WITHIN THE SCOPE	- User interface design enhancements - Crochet Item Management - Search & Navigation functionality - Manage existing links - Update outdated information
OUTSIDE OF THE SCOPE	Kathryna's crochet corner is not responsible for ordering and third-party transitions - we will not guarantee the quality and reliability of their service, and the risks associated with it.

Project Timeline

Milestone	Date
Project Start	27/08/2024
Project Requirement planning	15/09/2024
System Design & Planning	16/09/2024
Software Development	17/09/2024
Integreation & Testing	18/09/2024
Systems Deployment	19/09/2024
Project Ends	07/10/2024

Resources & Tools

Project Budget		
Estimated expesices/Finacia Plan	Finacial budget	Descriptions/Notes
Staff Espenses	$10.00 weekly	This fees for designers, Software Builders, and Projects mangers
Equipment and Supplie	$50.00 weekly	Software development for Kits
Software and License	$100.00 monthly	Licenses for development software, APIs, and cloud services.
Testing and Quality Assurance	$20.00 Monthly	Software varification Cost
Miscellaneous Expenses	$50.00 monthly	Risk management Cost
Total	**$230.00**	

Programs

- Visual Studio Code
- Jira
- Github
- Discord

Risks, Constraints & Assumption

RISKS	- Quality code risk - Technical Risks - Scope creep and changing requirements
CONSTRAINTS	- Time constraint - Quality constraint

ASSUMPTIONS	- we assume that the we will have the adequately resources & to complete the project - We assume the software application can be accessible on multiple devices. - we assume the performance of the software will be faster and positively impact the user experience and satisfaction. - we assume the software display and organise crocheted items

Mitigation Strategy

Scope creep and changing requirements	Establish clear requirements and change management process
Delays in software development	Adopt agile methodology and conduct regular progress reviews.
Software quilty Risk	Implement a Rigorous Quality Assurance Process
Technical Risks	Regularly monitor website performance metrics to identify and address issues such as slow loading times or downtime.

Prepared By	Title	Date
Jericha Tolopa	Senior Project Manager	09 Sep 2024
Isaac Jacob	Project Manager	18 Sep 2024

Gantt Chart

WORK BREAKDOWN STRUCTURE WITH GANTT CHART TEMPLATE																	
PROJECT TITLE																	
PROJECT MANAGER																	
COMPANY NAME																	
DATE						PHASE ONE			PHASE TWO			PHASE THREE					

WBS NUMBER	TASK TITLE	TASK OWNER	START DATE	DUE DATE	DURATION	% of TASK	WEEK 1				WEEK 2				WEEK 3				WEEK 4				WEEK 5				WEEK 6				WEEK 7			
						COMPLETE	M	T	W	R	F	M	T	W	R	F	M	T	W	R	F	M	T	W	R	F	M	T	W	R	F	M	T	W	R	F	M	T	W	R	F

#	Task	Assignee	Start	End	Dur	%
1	Project Conception & Initiation					
1.1	Project Charter	Jericha T Olopa	02/09/2024	05/09/2024	3	100%
1.1.1	Project Charter Revisions	Jericha T Olopa	03/09/2024	05/09/2024	2	100%
1.2	Research	Kathryna Turi	03/09/2024	05/09/2024	2	90%
1.3	Projections	Isaac Jacob	04/09/2024	05/09/2024	1	40%
1.4	Stakeholders	Virginia Whemby	04/09/2024	05/09/2024	1	70%
1.5	Guidelines	Isaac Jacob	05/09/2024	06/09/2024	1	60%
1.6	Project Initiation	Jericha T Olopa	06/09/2024	09/09/2024	3	50%
2	Project Definition & Planning					
2.1	Scope & Goal Setting	Kathryna Turi	06/09/2024	07/09/2024	1	5%
2.2	Budget	Virginia Whemby	06/09/2024	08/09/2024	2	30%

			Start	End		%				
2.3	Communication Plan	Virginia Whemby	07/09/2024	08/09/2024	1	20%				
2.4	Risk Management	Kathryn a Turi	08/09/2024	10/09/2024	2	45%				
3	Project Launch & Execution									
3.1	Status & Tracking	Kathryn a Turi	11/09/2024	14/09/2024	3	60%				
3.2	KPIs	Isaac Jacob	11/09/2024	13/09/2024	2	50%				
3.2.1	Monitoring	Jericha Tolopa	12/09/2024	13/09/2024	1	70%				
3.2.2	Forecasts	Virginia Whemby	13/09/2024	14/09/2024	1	30%				
3.3	Project Updates	Kathryn a Turi	14/09/2024	15/09/2024	1	20%				
3.3.1	Chart Updates	Jericha Tolopa	15/09/2024	16/09/2024	1	10%				
4	Project Performance / Monitoring									
4.1	Project Objectives	Isaac Jacob	16/09/2024	17/09/2024	1	30%				

4.2	Quality Deliverables	Kathryna Turi	17/09/2024	19/09/2024	2	50%	
4.3	Effort & Cost Tracking	Virginia Whemby	17/09/2024	19/09/2024	2	20%	
4.4	Project Performance	Jericha Tolopa	17/09/2024	20/09/2024	3	60%	

Work Breakdown Structure

Work Breakdown Structure (WBS) for Improving Existing HTML Website

Project: Website Improvement

Scope: Improve the user experience, visual design, content, and performance of an existing HTML website.

WBS Breakdown:

1. Assessment and Planning

- Analyze current website performance and user feedback
- Define project goals and objectives
- Create a project timeline and milestones
- Assign roles and responsibilities

2. User Experience (UX) Improvement

- Conduct usability testing to identify pain points
- Redesign navigation and menu structure
- Optimize page layout and content organization
- Ensure mobile responsiveness and accessibility

3. Visual Design Enhancement

- Review and update color scheme and typography
- Improve image quality and optimization
- Redesign website layout for a more visually appealing experience

4. Content Optimization

- Conduct a content audit to identify gaps and inconsistencies
- Update and refresh existing content
- Optimize content for SEO using relevant keywords and meta tags
- Ensure content is engaging and informative

5. Performance Optimization

- Analyze website loading speed and identify bottlenecks
- Optimize images and reduce file sizes
- Minify CSS and JavaScript
- Implement caching mechanisms
- Consider using a content delivery network (CDN)

6. Testing and Quality Assurance

- Test website functionality on different devices and browsers
- Check for errors and inconsistencies
- Conduct user testing to validate improvements

7. Deployment and Launch

- Update website code on the hosting server
- Ensure smooth transition and minimal downtime
- Monitor website performance and user feedback post-launch

PROCUREMENT PLAN

TASK: Create Responsive CSS Using Media Queries

By Kathryna Turi

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Procurement Management:

Identify the software tools and services required for the project (e.g., libraries, frameworks, hosting services).

1. HTML/CSS

   The main languages used for the content are HTML and CSS. Where HTML is used for the main structuring of the website, and CSS is used to style and give the visual presentation of the pages and their attributes.

2. WEB HOSTING SERVICE

   The school domain was used to host the website on its server provided by the Southern Cross University server, the ".edu.au" domain.

3. VERSION CONTROL SYSTEM

   According to the tasks allocated on Jira, Github was used for version control while carrying out the new tasks assigned to each member. Each member was assigned a branch for their version control.

4. DEVELOPMENT ENVIRONMENT

   The text editor used was Sublime Text Editor.

5. BROWSER COMPATIBILITY

   Browsers installed on the PCs that were used to test the compatibility was Brave Browser, Google Chrome and Edge.

Research and select appropriate tools and services, considering factors such as cost features, and compatibility.

The tools and services used to carry out the tasks assigned to each member for this project are:

HTML/CSS

Cost:	Free (open source)
Features:	-HTML -CSS -RESPONSIVE DESIGN
Compatibility:	Compatible with Chrome, Firefox, Safari, Edge, Brave

.edu.au

Cost:	Provided to SCU students
Features:	-Security Features
Compatibility:	Supports CMS platforms such as WordPress and programming languages such as PHP.

GITHUB

Cost:	Free for the public repositories and paid for the private repositories.
Features:	-Trach changes in the code -Collaboration with team members -Branching and merging capabilities
Compatibility:	Compatible with various IDEs and text editors, mainly used are Sublime Text and Visual Studio Code.

SUBLIME TEXT -DEVELOPMENT ENVIRONMENT -

Cost:	Free or paid options are available.
Features:	-Syntax highlighting -Code completion -Extensions/plugins for added functionality.
Compatibility:	Compatible with multiple programming languages and frameworks.

BROWSER COMPATIBILITY TESTING TOOLS

Cost:	Free options are available, such as a free trial on BrowserStack.
Features:	-Test website appearance across the different browsers used. -Live testing and screenshots.
Compatibility:	It supports Chrome, Firefox, Safaria, and Edge.

Request for Proposal (RFP)

1. Introduction and Background

This project aims to carry out the task according to User Story 1 which is to enhance the user experience of the previous project https://24234155.it.scu.edu.au/index.html hosted by the Southern Cross University server by implementing a more responsive design, giving users a better experience hosted by the southern cross university server by implementing a more responsive design giving users a better experience. This allows the website to be accessible across various devices and is visually appealing.

2. Scope of Work

Project Description: Enhance the existing website by implementing a responsive design and ensuring that the website will provide a viewing experience across various devices, including desktops, mobile devices, and tablets. The main objective is to improve the usability, engagement, and accessibility of users using mobile devices.

Deliverables:

- Audit current mobile experience
- Create responsive CSS using media queries
- Adjust the layout for mobile devices.
- Ensure all interactive elements are touch-friendly.

Timelines:

Project Kickoff	5/09/24
Completion of Mobile Experience Audit	10/09/24
Submission of Responsive CSS Stylesheets	11/09/24
Delivery of Adjusted Layout Designs	15/09/24
Implementation of Touch-friendly elements	20/09/24
Final Testing and Validation	03/09/24
Project Completion and Review	04/10/24

3. Technical Requirements

Functional Requirements:

- A Website should in a Nutshell have: • Responsive Design: Render fully across all devices (Desktop, Mobile, Tablet)
- User Authentication: User login and registration feature.
- Content Management: Provided the ability to admins to change content (texts, images) without any technical specialty.
- Interactivity – Ensure that the interactive elements such as forms, buttons and links are working fine and user-friendly.
- Searchability: Supplies a search function to aid users in quickly finding content. Responsive Design: The website must adapt seamlessly to various screen sizes (mobile, tablet, desktop).
- User Authentication: Implement user login and registration functionality.
- Content Management: Allow administrators to easily update content (text, images) without technical knowledge.
- Interactive Elements: Ensure features like forms, buttons, and links are functional and user-friendly.
- Search Functionality: Include a search feature to help users find content quickly.
- Analytics Integration: Integrate Google Analytics to track user behaviour and engagement.

Non-Functional Requirements:

- Speed: On a standard broadband connection, the website should take no more than 3 seconds to load.
- Secure: Use SSL, data-encrypted communication and user authentication administrative functions within the system.
- Accessibility - Compliance with WCAG 2.1 for accessibility. Performance: The website should load within 3 seconds on standard broadband connections.
- Security: Implement SSL encryption for data protection and secure user authentication processes.
- Scalability: The website should be able to handle increased traffic without performance degradation.
- Accessibility: Ensure compliance with WCAG 2.1 standards for accessibility.

Integration Requirements:

6. Evaluation Criteria

Selection Process

- Proposals will be reviewed by a committee composed of university staff members.

- Shortlisted vendors may be invited for an interview or presentation.

7. Vendor Information

Company Overview: Kat's Crochet, is a small crochet business that makes creative and custom orders for customers.

8. Cost Proposal

Payment Terms: The software used was free

9. Additional Information

Q&A Sessions: These will be held during the project presentation

Contact Information:

- KATHRYNA TURI
- LEADER
- GROUP 1
- 78268415
- k.turi.10@student.scu.edu.au

10. Appendices

..\GitHub\MANAGING-SOFTWARE-DEVELOPMENT-ISYS2006\Gant_Chart_Assessment_2_Group_1.xlsx

https://github.com/katdawg99/MANAGING-SOFTWARE-DEVELOPMENT-ISYS2006.git

CONFIGURATION MANAGEMENT

Practical

Kathryna Turi – 242234155

Jericha Tolopa – 24298588

Isaac Jacob – 24283283

Virginia Whemby - 24034863

By Group 1 – MSD424PNG1

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Configuration Management

Overview

This document outlines the configuration and management process for my previous project in Year 1, Term 1, Web Development 1, to make the website more adaptive to the mobile user view where the:

- Audit current mobile experience
- Create responsive CSS using media queries
- Adjust the layout for mobile devices.
- Ensure all interactive elements are touch-friendly.

Version control (GitHub)

System

GitHub is used to create a centralised system where each group member will clone a copy of the designated main repository onto their systems. Meanwhile, the multiple versions of the system component repository shall be distributed over the network using branches under the name of each member.

The link to the GitHub repository is https://github.com/katdawg99/MANAGING-SOFTWARE-DEVELOPMENT-ISYS2006.git
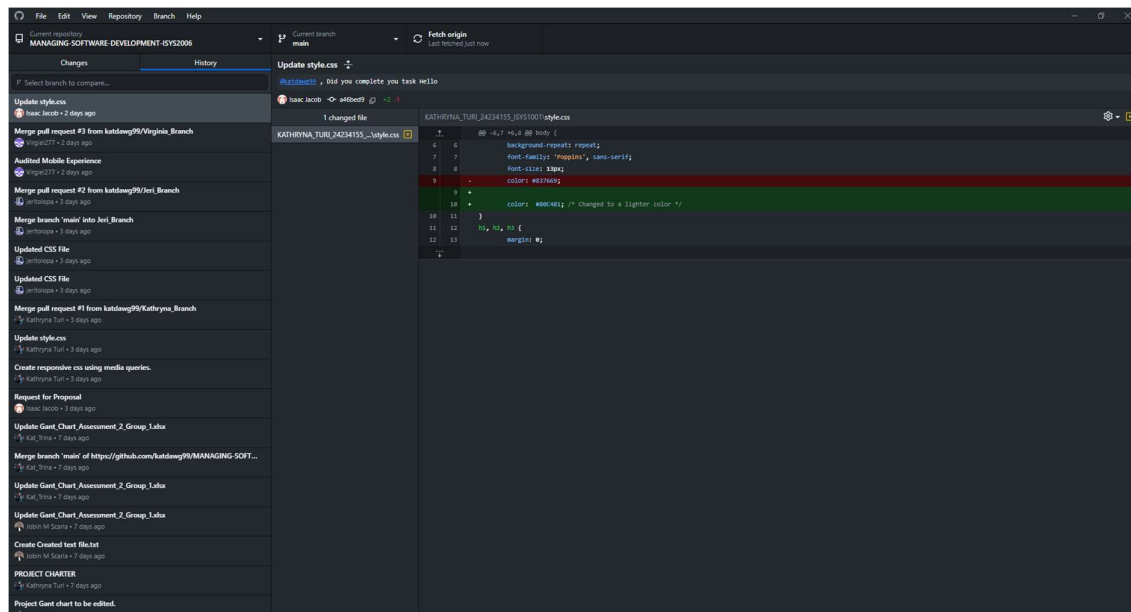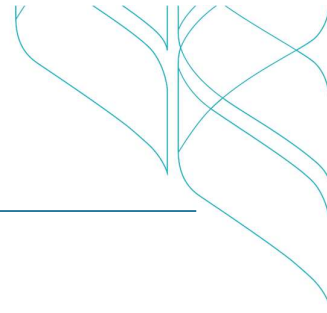
COLLABORATORS
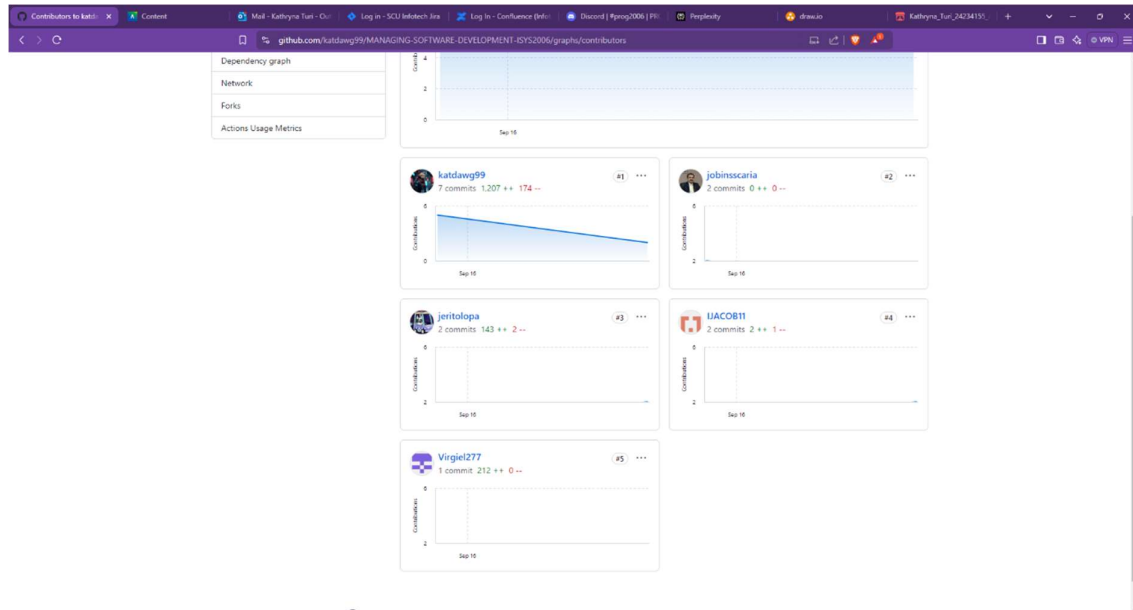
Version Control
Distributed Systems
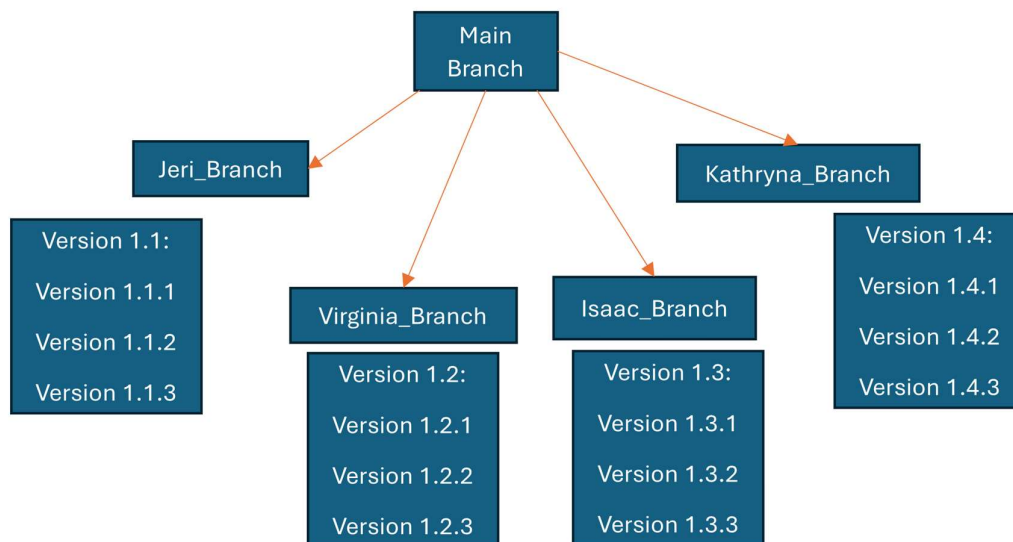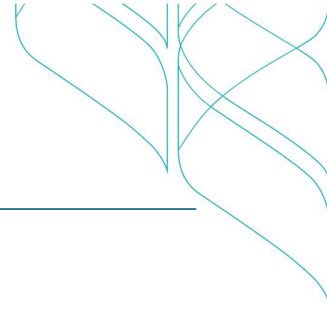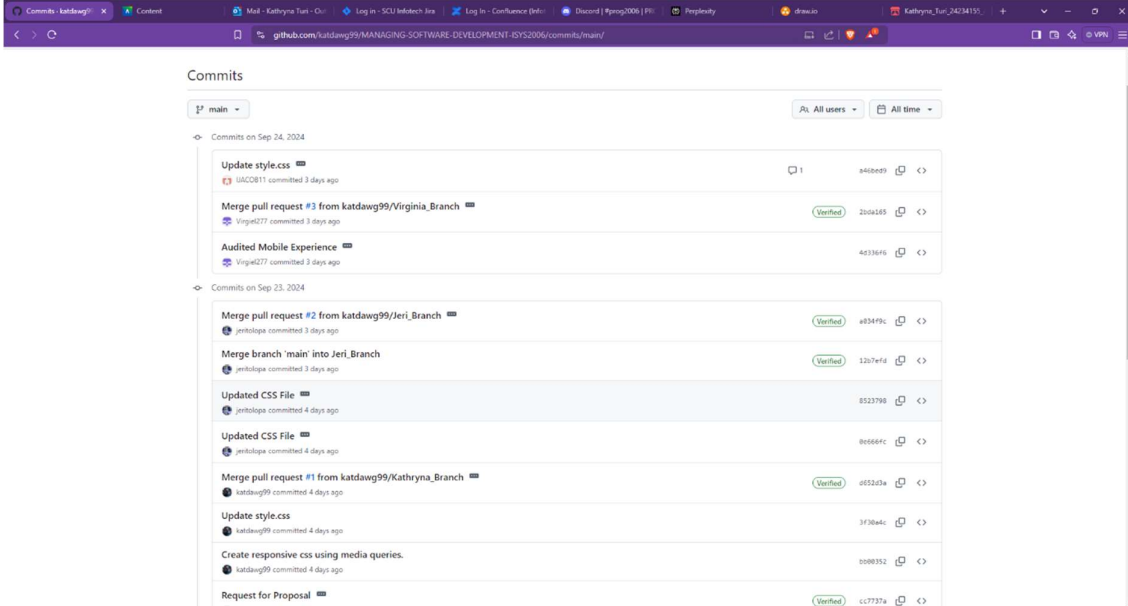
Branching Strategies

Implement branching strategies (e.g., feature branches, main branch).
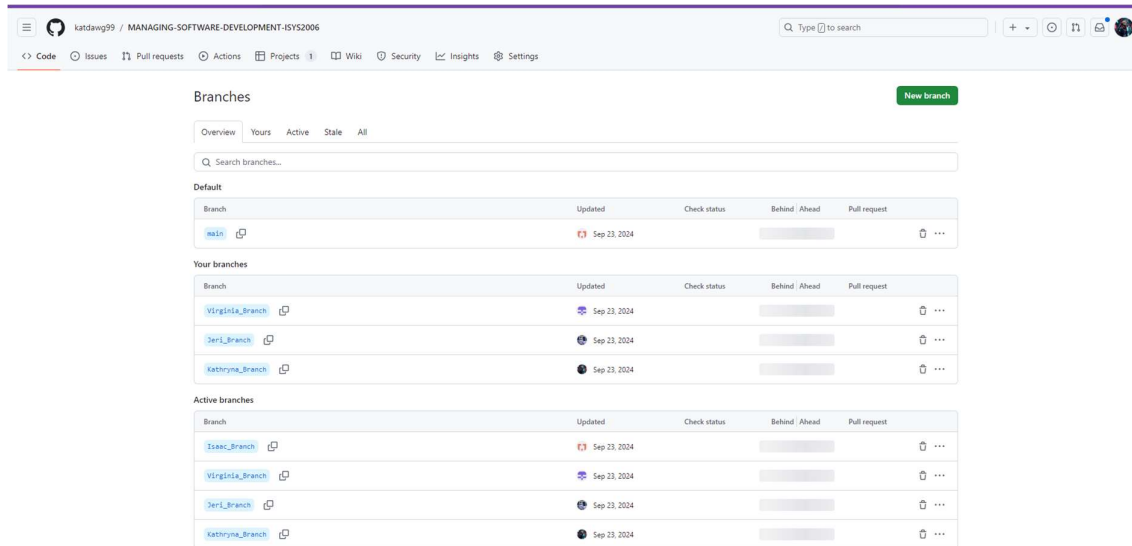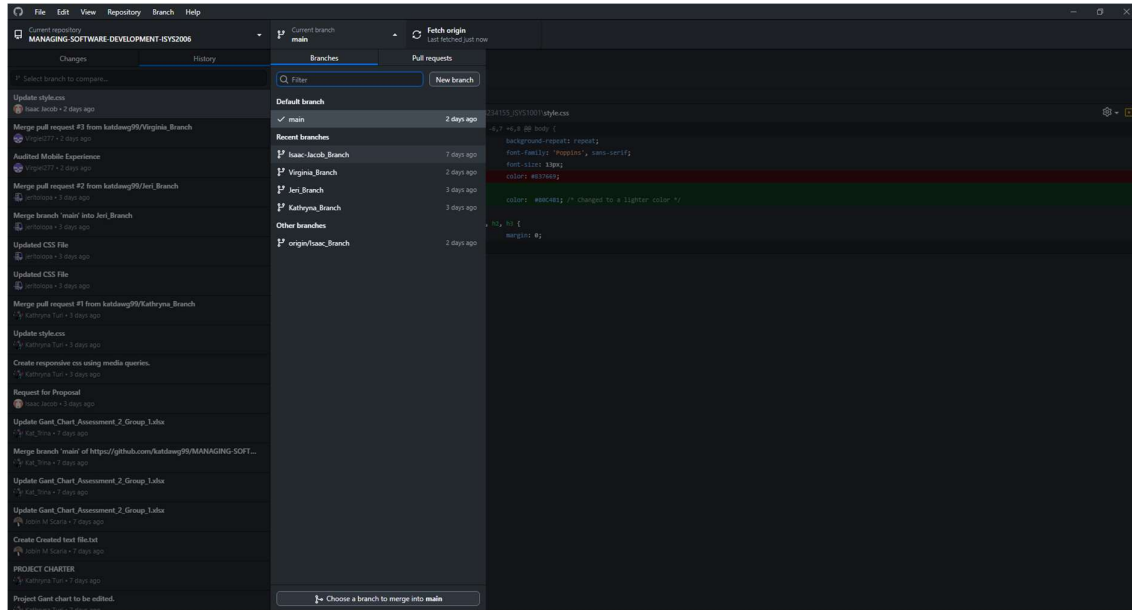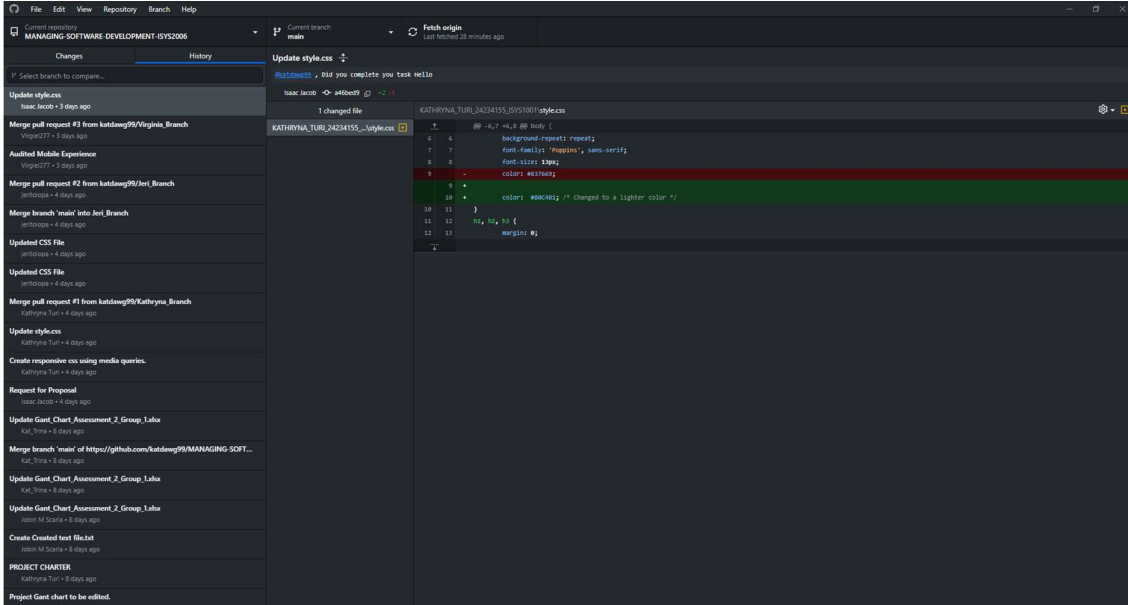
Implementation Strategies

Implement strategies to manage application settings and deployment configurations.

Commit Changes

Ensure proper documentation of changes, including commit messages and change logs.

Communication Methods
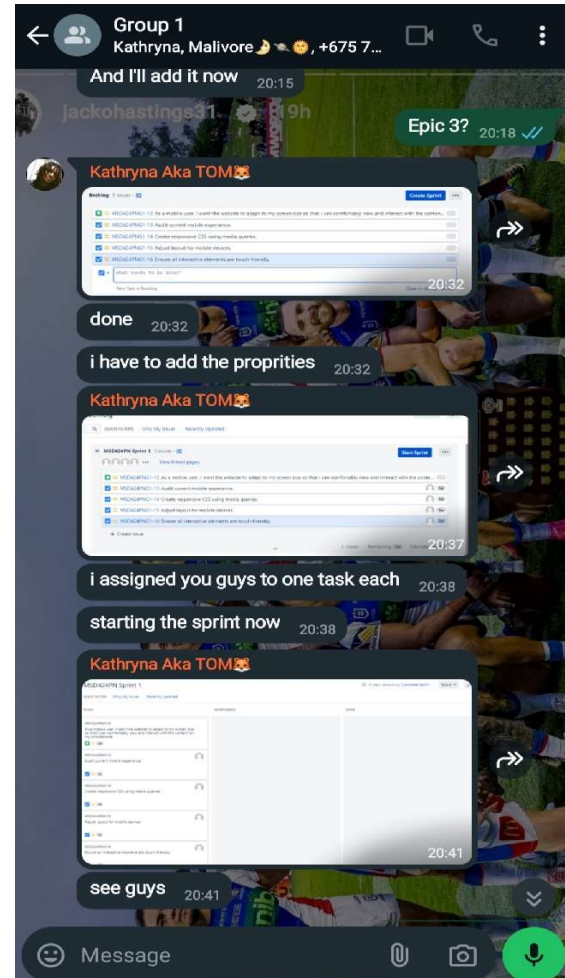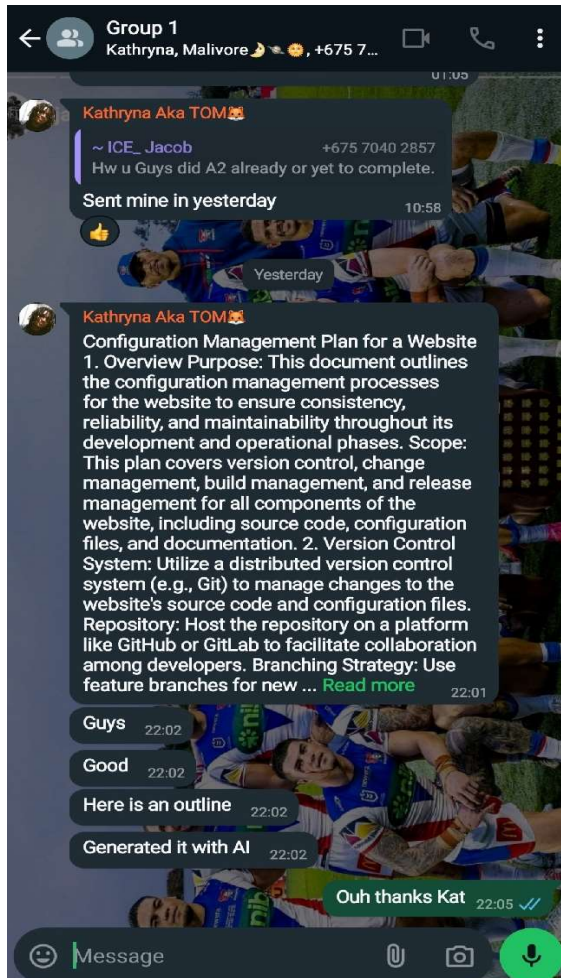
Peer Evaluation:

Since the beginning of our project in week one, our group has experienced a slow start in collaboration among members. While we established effective communication channels early on, two out of four members have been frequently unavailable for our online group meetings. This inconsistency has posed challenges in maintaining cohesion and alignment within the team.

Progress and Challenges

We successfully completed the planning and initialization phases, laying a solid foundation for our project. However, after these initial stages, we encountered difficulties in adhering to our sprint schedules. As a result, we fell behind on deadlines, which led to significant delays in our overall project timeline.

Impact on Communication

The setbacks in our schedule ultimately caused a breakdown in communication by the end of the last assignment. Team members became increasingly frustrated due to missed deadlines and lack of updates, which further hindered our ability to collaborate effectively.

Lessons Learned and Next Steps

1. **Encourage Regular Attendance:** To mitigate the impact of absences, we should establish a rotation for meetings or utilize asynchronous communication tools that allow all members to contribute regardless of their availability.
2. **Set Clear Deadlines:** Implementing more structured deadlines with intermediate milestones can help keep everyone accountable and aligned with project goals.
3. **Enhance Communication:** Regular check-ins should be scheduled to discuss progress and address any roadblocks promptly, ensuring that all team members are informed and engaged.
4. **Foster Team Cohesion:** Team-building activities or informal discussions can strengthen relationships among members, enhancing collaboration and trust

Individual Evaluation:

Isaac Jacob Evaluation	Jericha Tolopa Evaluation
	I genuinely enjoyed my overall experience using GitHub, Jira, and Confluence. However, I felt that I did not have enough time to familiarize myself with these various programs fully. As a result, I may have overlooked several important details and components of the project. This challenge was compounded by ineffective communication between my peers and me, which further hindered our collaboration. Moving forward, I believe that investing more time in training and establishing clearer communication channels will significantly enhance our team's effectiveness and ensure that everyone is on the same page.
Kathryna Turi Evaluation While the CSS editing within this HTML project was difficult, the overall experience of handling that task was enriching. These learning experiences will be built upon in future projects, delivering increasing efficiencies and impact.	Virginia Whemby Evaluation Due to time constraints, I wasn't able to fully immerse myself in the SCRUM process, but I effectively utilized GitHub for version control and code management. Despite limited exposure to SCRUM, my experience with GitHub helped me contribute to the technical aspects of the project, ensuring that code was properly managed and integrate. Overall, this unit helped me enhance both my technical skills.

Individual Contribtion:

Kathryna Turi Contribution	Virginia Whemby Contribution
I edited the CSS of the HTML and checked the links of each page. Creation of Gant Chart.	• Created Work Breakdown Structure • Audited Current Mobile Experience and did outdated information flagging

Isaac Jacob Contribution	Jericha Tolopa Contribution
	- Created Project Charter - Backlogs and created planned second sprint - Edited CSS file of the source code according to my assigned task on the sprint backlog - Contribution Towards Procurement and Configuration Management Documentation - Merge Branches in github

Test Plan

Test Scenario

Link functionality

1. Verify that the image can open in a new window.
2. Verify that the page tabs can open.
3. Verify that the social links can open.

Test Case

Test Case ID:	TC01
Test Scenario:	VERIFY THE FUNCTIONALITY OF THE LINKS
Pre-condition	THE USER SHOULD BE ABLE TO ACCESS THE LINKS
Test-Steps	1. Open https://24234155.it.scu.edu.au/index.html 2. Click on the page links. 3. Click on the social media links. 4. Click on the images to open in a new tab.
Test Data	· Link to website: https://24234155.it.scu.edu.au/index.html ·
Expected Result	1. All page data works 2. Social links do not work. 3. Images opened in a new tab.
Actual Result	1. All page data works 2. Social links do not work. 3. Images opened in a new tab.
Status:	Pass