# Project Charter - Kathryna Jamima Turi Software Development

## Project Information & Stakeholders

| PROJECT NAME | Kathryna's Crochet Corner |
|---|---|
| **PROJECT SPONSOR** | Kathryna Turi |
| **PROJECT MANAGAER** | Kathryna Turi<br>Isaac Jacob<br>Jericha Tolopa<br>Virginia Whemby |
| **DEVELOPMENT TEAM** | Kathryna Turi<br>Isaac Jacob<br>Jericha Tolopa<br>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.<br>• 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<br>• Crochet Item Management<br>• Search & Navigation functionality<br>• Manage existing links<br>• 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 managesment Cost |
| **Total** | **$230.00** | |

**Programs**

- Visual Studio Code
- Jira
- Github
- Discord

## Risks, Constraints & Assumption

| | |
|---|---|
| **RISKS** | ▪ Quality code risk<br>▪ Technical Risks<br>▪ Scope creep and changing requirements |
| **CONSTRAINTS** | • Time constraint<br>• Quality constraint |

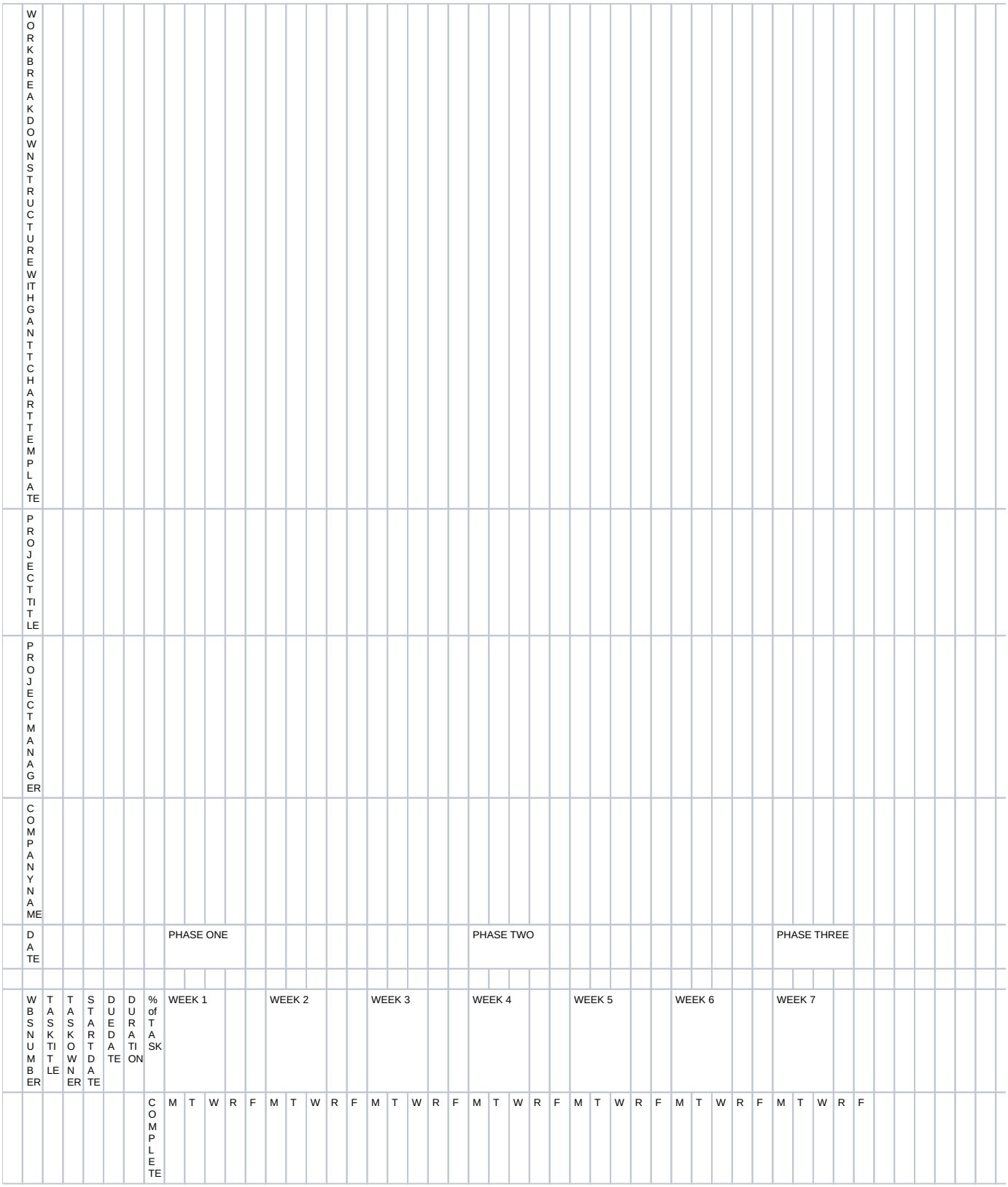
| | |
|---|---|
| **ASSUMPTIONS** | • we assume that the we will have the adequately resources &  to complete the project<br>• We assume the software application can be accessible on multiple devices.<br>• we assume the performance of the software will be faster and positively impact the user experience and satisfaction.<br>• 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
COMPLETE
WEEK 1
WEEK 2
WEEK 3
WEEK 4
WEEK 5
WEEK 6
WEEK 7
M T W R F

| | | |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | 2.3 | Communication Plan | Virginia Whemby | 07/09/2024 | 08/09/2024 | 1 | 20% | |
| | 2.4 | Risk Management | Kathryna Turi | 08/09/2024 | 10/09/2024 | 2 | 45% | |
| | 3 | Project Launch & Execution | | | | | | |
| | 3.1 | Status & Tracking | Kathryna 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 | Kathryna 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% | |

| | | |

# 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

# Table of Contents

Procurement Management: ..... 3

Identify the software tools and services required for the project (e.g., libraries, frameworks, hosting services). ..... 3

1. HTML/CSS ..... 3
2. WEB HOSTING SERVICE ..... 3
3. VERSION CONTROL SYSTEM ..... 3
4. DEVELOPMENT ENVIRONMENT ..... 3
5. BROWSER COMPATIBILITY ..... 3

Research and select appropriate tools and services, considering factors such as cost features, and compatibility. ..... 4

HTML/CSS ..... 4

.edu.au ..... 4

GITHUB ..... 4

SUBLIME TEXT -DEVELOPMENT ENVIRONMENT - ..... 4

BROWSER COMPATIBILITY TESTING TOOLS ..... 4

Request for Proposal (RFP) ..... 5

1. Introduction and Background ..... 5
2. Scope of Work ..... 5
3. Technical Requirements ..... 6
6. Evaluation Criteria ..... 7
7. Vendor Information ..... 7
8. Cost Proposal ..... 7
9. Additional Information ..... 7
10. Appendices ..... 7

# 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<br>-CSS<br>-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<br>-Collaboration with team members<br>-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<br>-Code completion<br>-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.<br>-Live testing and screenshots. |
| Compatibility: | It supports Chrome, Firefox, Safaria, and Edge. |

Southern Cross University

# ISYS3001 Managing Software Development
# Assessment 2 - Practical

## 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

Southern Cross University

# ISYS3001 Managing Software Development
# Assessment 2 - Practical

# CONFIGURATION MANAGEMENT

**Practical**

Kathryna Turi – 242234155

Jericha Tolopa – 24298588

Isaac Jacob – 24283283

Virginia Whemby - 24034863

By Group 1 – MSD424PNG1

# Table of Contents

Overview....3
Version control (GitHub)....3
System....3
COLLABORATORS....4
Version Control....4
Distributed Systems....4
Branching Strategies....5
Implementation Strategies....6
Commit Changes....7
Communication Methods....8

# 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:

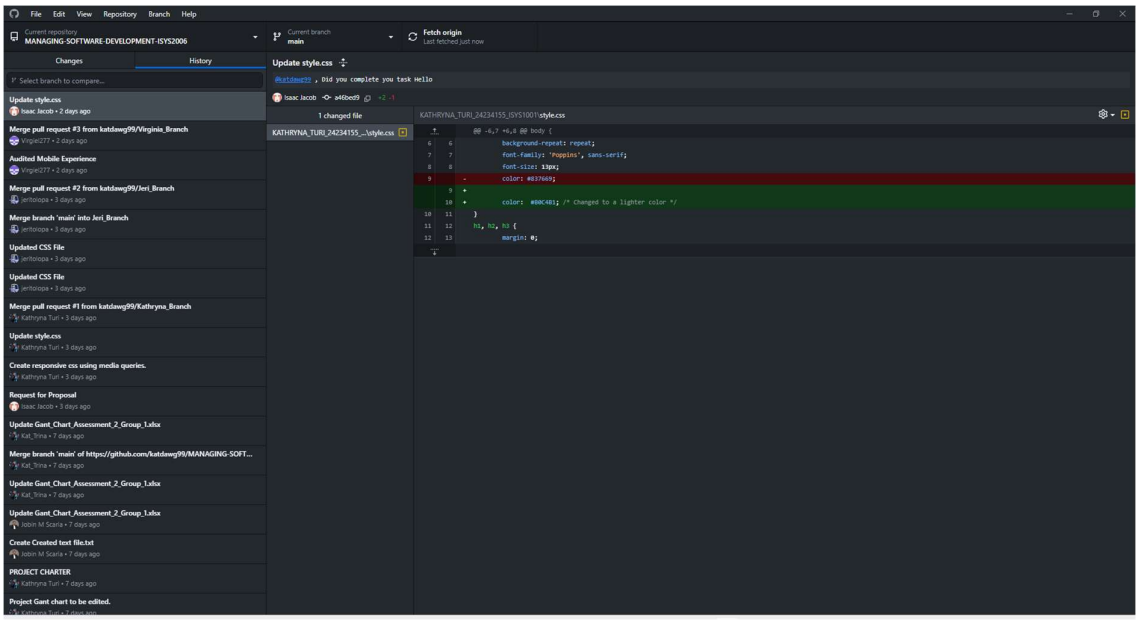
- Audit current mobile experience
- Create responsive CSS using media queries
- Adjust the layout for mobile devices.
- Ensure all interactive elements are touch-friendly.

## Version control (GitHub)

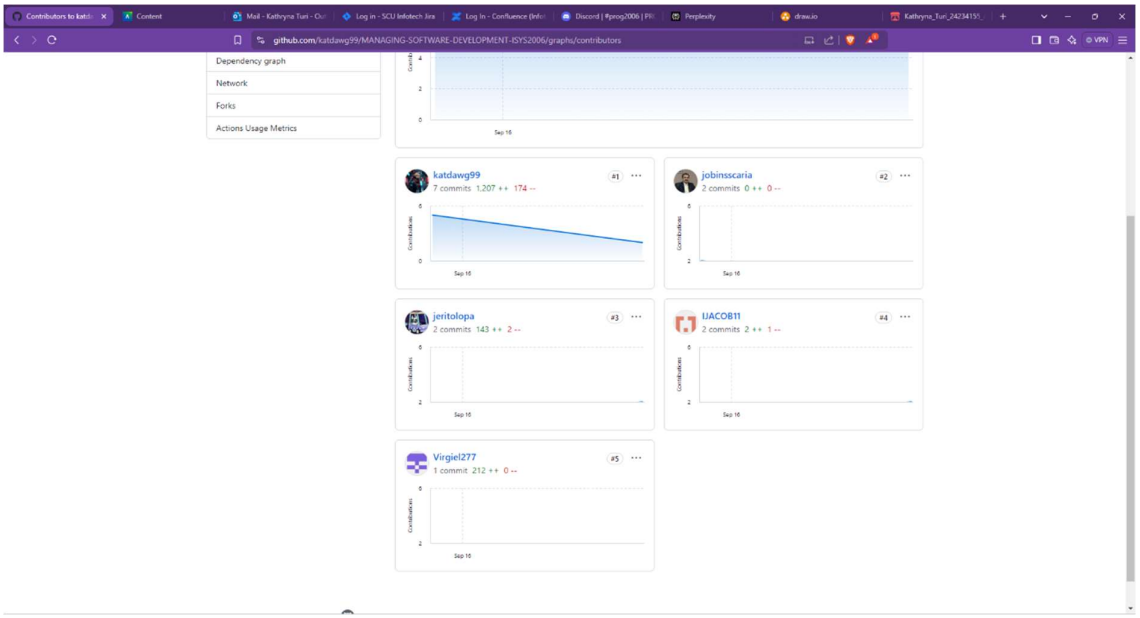
### System

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

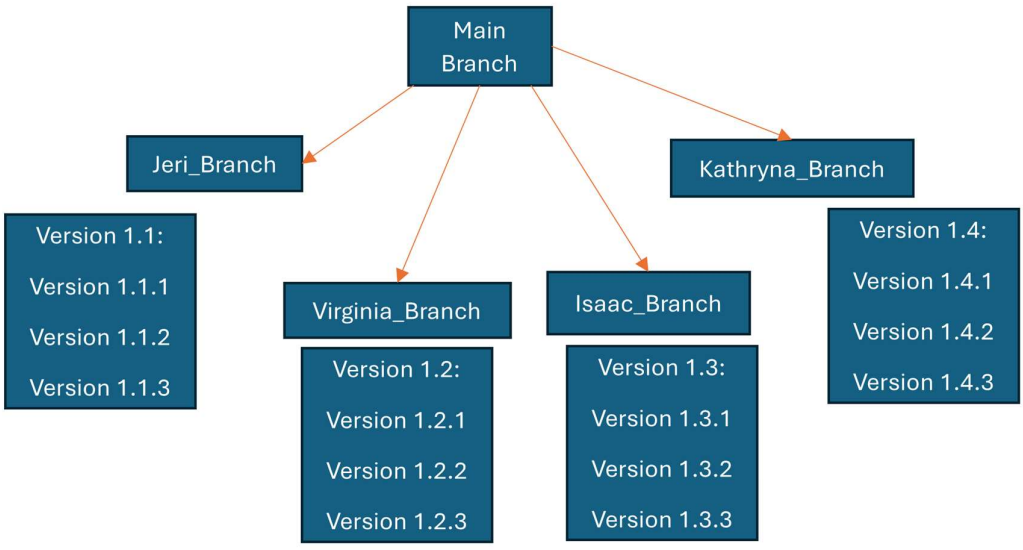


## COLLABORATORS



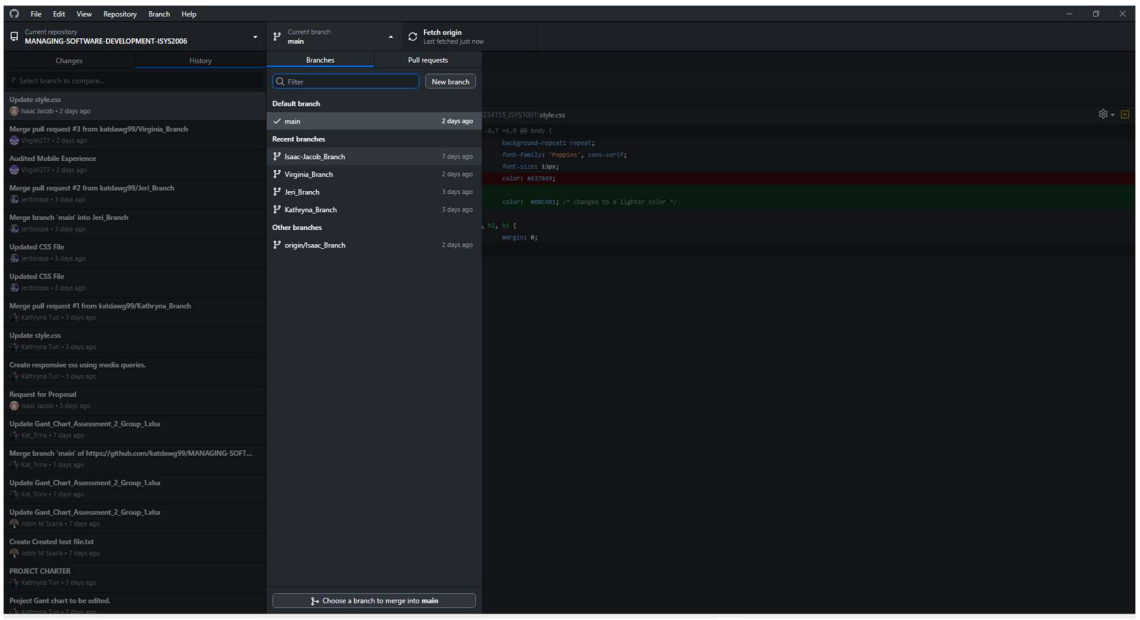

## Version Control

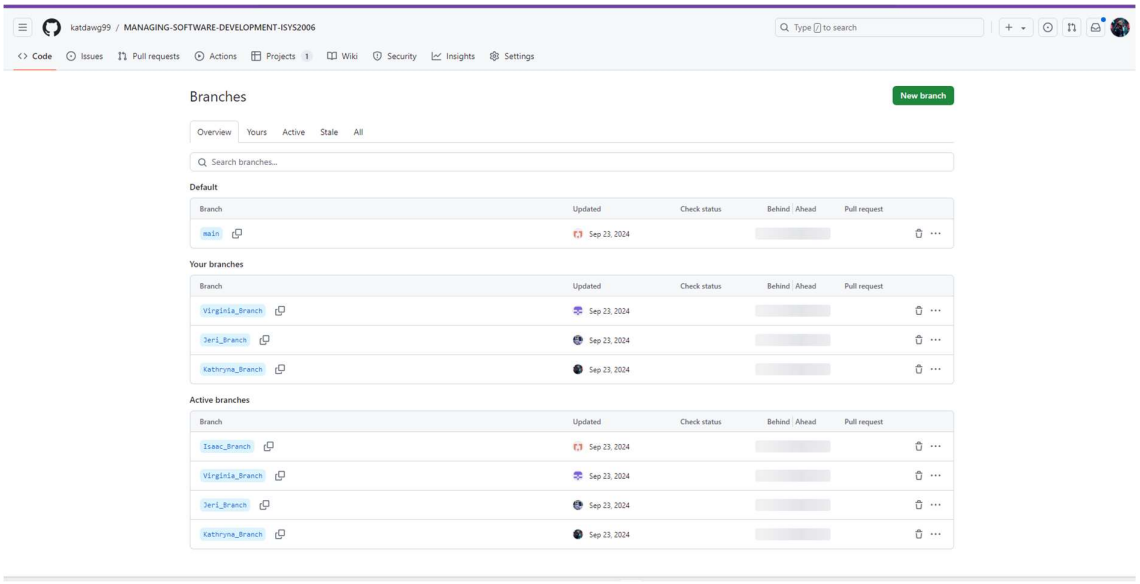
### Distributed Systems



## Branching Strategies

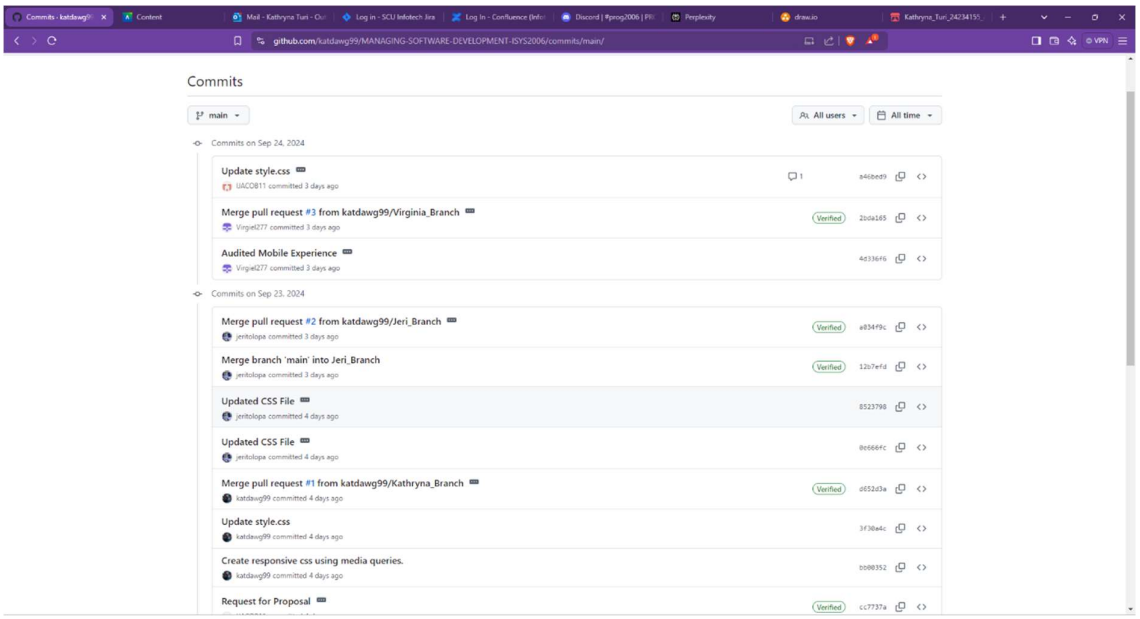
Implement branching strategies (e.g., feature branches, main branch).

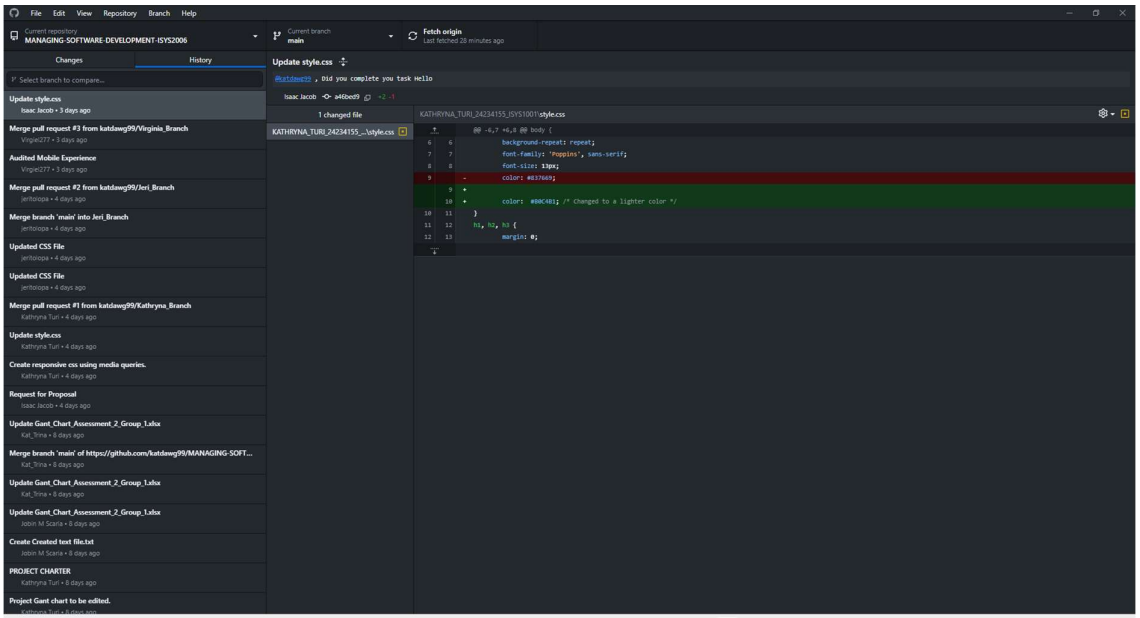


## Implementation Strategies

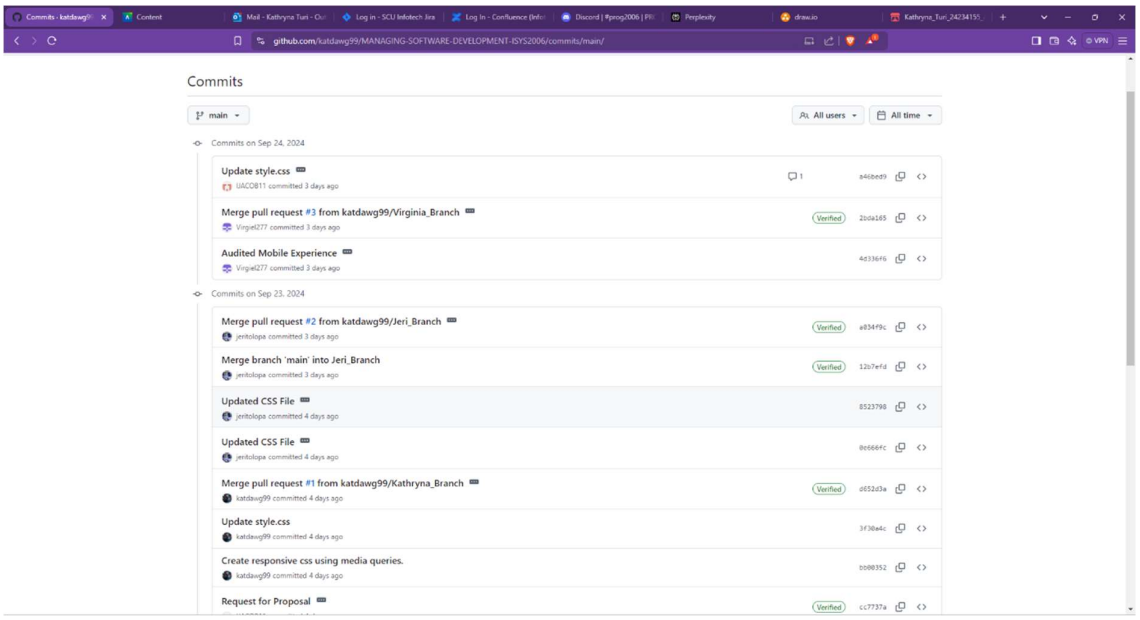
Implement strategies to manage application settings and deployment configurations.

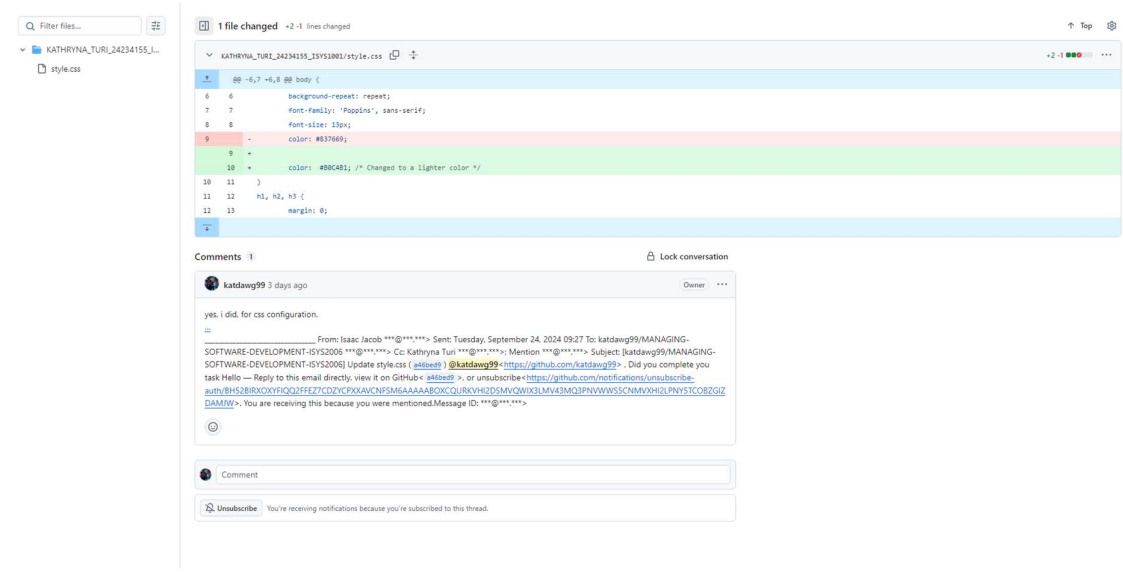


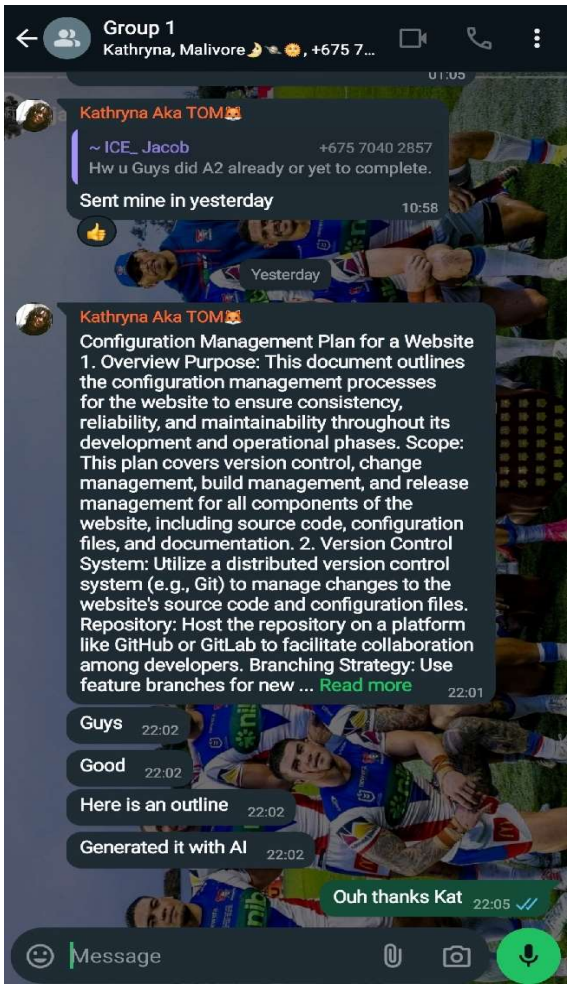
## Commit Changes

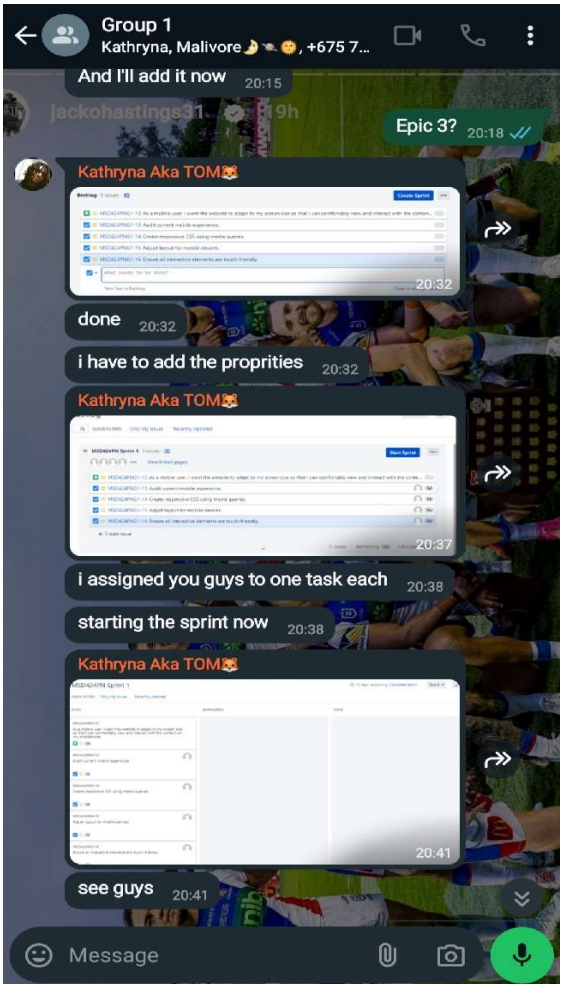
Ensure proper documentation of changes, including commit messages and change logs.



## 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**<br><br>**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<br><br>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<br><br>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.<br><br>Creation of Gant Chart. | • Created Work Breakdown Structure<br>• Audited Current Mobile Experience and did outdated information flagging |

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