aKali Burres Cheeley

Professor Garrison

Software Engineering

02/05/2022

Statement of Work

**1.0 Introduction**

The construction of a Student Information System for the management of and access to student personal, contact, and academic records.

**1.1 Background**

HCA Virtual, as it grows into an official cyber school, requires the ability to maintain student records so that they may be accessed by students, their families, and faculty members, including, but not limited to, addresses, phone numbers, health forms and records, grades, transcripts, schedules, academic status, etc.

**1.2 Scope of Work**

A portal which enables the user to access personal and contact information, including, but not limited to, legal and given name, date of birth, address, home phone number, and emergency contact information; academic information, including class-level, athletic eligibility status, GPA, grades, class schedule, academic transcripts, and other academic documents; and financial information (to be added in later increments), including current student balance, past and present bills and scholarship information, and fees charged, as well as the ability to pay bills and fees online.

**1.3 Objectives**

| **Objective** | **Rationale** |
| --- | --- |
| Database Construction | To hold all information related to each student |
| Student/Family Portal | For the viewing of specific information |
| Faculty Portal | For viewing grades/contact info & inserting grades |

**2. Tasks / Activities**

| **Task #** | **Description** |
| --- | --- |
| 2.1 | Establish Platforms |
| 2.2 | Database Construction |
| 2.3 | Student Front-End Build (w/ form fields) |
| 2.4 | Faculty Front-End Build (w/ form fields) |

**3. Schedule**

| **Task #** | **Due Date** | **Deliverable Description** |
| --- | --- | --- |
| 3.1 | 2/9 | PM Documents Complete |
| 3.2 | 2/21 | Requirements Complete |
| 3.3 | 2/25 | Platforms Established |
| 3.4 | 2/28 | Initial Design Complete |
| 3.5 | 3/16 | Design Complete |
| 3.6 | 3/20 | Database Skeleton Rough Draft complete |
| 3.7 | 3/23 | Faculty Front-End Rough Draft Complete |
| 3.8 | 3/23 | Prototype Complete |
| 3.9 | 3/23 | Testing Plan Complete |
| 3.10 | 3/27 | Student & Parent Front-End Rough Draft complete |
| 3.11 | 3/30 | Deployment Plan Complete |
| 3.12 | 4/05 | Upload Capabilities Added |
| 3.13 | 4/10 | Testing & Adjustments Complete |
| 3.14 | 4/11 | Documentation Complete |

**4. Project Requirements**

**5.1 Developer Responsibilities**

* Initial Design Document
* Development of Interface
* Development of Database

**5.2 Client Responsibilities**

* Approve Design
* Final Deployment

**5.3 Mutual Responsibilities**

* Create Requirements List
* Selection of platforms to be used

**5. Project Risks**

| **Issue / Risk** | **Mitigation / Contingency** |
| --- | --- |
| Time scope of project not allowing for professionally-developed front-end | Breaking front-end development into multiple parts/stages so quality can be prioritized in at least one sector; prioritizing simplicity of design as an initial approach; designing each front end to resemble the others as much as possible (Parent-Student: same with different fields/permissions?). |
| Inability to upload/store documents properly | Medical information and forms to be left to later iterations so that they can be addressed in necessary detail. |