



FAKULTI TEKNOLOGI MAKLUMAT DAN KOMUNIKASI

Project Documentation

KnowNas Mart
SULAM X Pineapple Digitalization

Presented to

Lembaga Perindustrian Nenas Malaysia (LPNM)

Prepared by

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Date

12/12/2025

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1.0 Introduction

KnowNas Mart is a project under SULAM (Service Learning Malaysia - University for Society). It is a digital platform designed to connect pineapple farmers, wholesalers, and buyers in one convenient online system. Developed by our company, the website makes it easier for everyone to trade, communicate, and stay informed. Visit our website to stay connected with the project and explore how KnowNas Mart supports the pineapple industry at <https://sites.google.com/view/knownasmart/home>.

1.1 Project Vision

To create a smart and accessible digital platform that connects pineapple farmers, wholesalers, and buyers across Malaysia, promoting transparency, efficiency, and growth in the agricultural market.

1.2 Project Mission

1. To develop a mobile application that helps pineapple farmers, wholesalers, and buyers manage contacts, access real-time market prices, and track stock availability.
2. To view and update current pineapple prices (wholesale or purchase)
3. To share or access technical and market-related updates.

1.3 Team Charter

Name	Number	Email
Nurkayla Aaliyah binti Mohammad Saini	010-9760977	B032310685@student.utm.edu.my
Zurine Aishah binti Zulkifli	013-8652418	B032310428@student.utm.edu.my
Aszfarwizah binti Aszni	017-2491097	B032310701@student.utm.edu.my
Ezzah Nazirah binti Dzulkafli	013-8807603	B032310425@student.utm.edu .my
Nurul Izzati Binti Abdul Razak	011-10729242	B032310068@student.utm.edu.my

Agreed Upon Meeting Times:

We have agreed to meet as a team on the following days

Wednesday 2:00 p.m. - 3:30 p.m. FTMK Lobby

Thursday 10:00 a.m. - 11.30 a.m. Laman Hikmah UTeM

Team Description

1. Team Overview

KnowNas Mart Industries is a dedicated 5-member team effort committed to delivering a high-quality software product. Our team operates with a strong sense of collaboration, professionalism, and mutual respect to ensure the success of our project. This team consists of Nurkayla Aaliyah binti Mohammad Saini as the project manager, responsible for planning, coordination and communication between the team and stakeholders; Nurul Izzati binti Abdul Razak as the software tester, ensuring that all features meet the required standards; Ezzah Nazirah binti Dzulkafli as the UI/UX Designer, focusing on creating an intuitive and visually appealing user interface; Zurine Aishah binti Zulkifli manages data organization and structure as the Database designer and Aszfarwizah binti Aszni as the Developer, implementing the system's core functionalities. We conduct regular meetings to track progress, discuss challenges, and make collective decisions as all members are expected to meet deadlines, share updates promptly and provide constructive feedback.

2. Shared Goals

Our shared goal is to develop the KnowNas Mart mobile application which will bring together pineapple farmers, wholesalers, and buyers on a single platform. Our goals are to encourage effective and equal trading, enhance stock visibility, and offer real-time price updates. We aim to create a user-friendly system that supports the pineapple industry by collaborating together and playing our roles throughout the development.

3. Team Values and Strengths

Every team member contributes with a unique mix of creativity, technical skills and problem solving abilities that allows us to approach challenges from various perspectives.

We maintain clear and consistent communication ensuring that everyone is still aligned and informed throughout the project. We prioritize meeting and deadlines without compromising quality. Besides, our team thrives on innovation and adaptability by exploring new ideas and technologies to improve our final output of the project. This balance of professionalism, teamwork, and passion makes our team both efficient and dynamic and also makes us capable of delivering impactful results.

4. Working Agreement

Team members must agree to work together through open communication, mutual respect and shared responsibility. We make decisions through group consensus, where everyone's ideas are discussed before reaching an agreement. In case of a disagreement, we handle it respectfully by listening to each member's opinion and finding a balanced solution that benefits the project. If a final decision is needed, the Project Manager will make the call after considering the team's input.

When there is a conflict or a mistake, our team agrees to handle them calmly and respectfully. We will first discuss the issue together to understand everyone's point of view before making any judgment. If the conflict cannot be solved immediately, we will allow some time for everyone to reflect and then revisit the discussion with an open mind. We believe that mistakes are part of learning, so instead of blaming anyone, we focus on finding solutions and improving our teamwork. If a serious issue arises, the Project Manager will help mediate the situation to ensure fairness and maintain team harmony.

We communicate mainly through WhatsApp for quick updates, and Microsoft Teams for online discussions. Each member is responsible for completing their assigned work on time and updating the group regularly. Our team believes in helping one another and maintaining a positive attitude, especially during tight deadlines. By following this working agreement, we aim to stay organized, respectful, and committed to delivering a successful project together.

5. Commitment Statement

We, the team members of KnowNas, pledge to contribute our skills and effort to ensure the successful delivery of SULAM X Pineapple Digitalization by 30th November 2025.

List of Team Rules and Expectations:

1. We expect all team members to show up for all assigned meetings on time.
2. We expect all team members to be responsible and follow all the requirements and the deadline of the project.
3. We expect all team members to cooperate among each other without blaming if there is misunderstanding during the system building.
4. We expect all team members to treat all members with respect regardless of role or opinion.
5. We expect all team members to be responsive during active project periods to keep communication clear, concise, and respectful and inform other team members if unavailable or delayed in task completion.

Code of Ethics

At KnowNas Mart Industries, our team upholds a strong code of ethics to maintain professionalism, integrity and respect in all aspects of our work. We are committed to honesty and transparency when communicating and making project decisions. Each member takes the responsibility for their tasks and ensures that their work contributes positively to the team's goals.

HONESTY

- a) I will employ a practice of fairness and forthrightness in all my dealings
- b) I will communicate openly and with honesty to prevent any misunderstanding.
- c) I will ensure all of the information, ideas and work that I make are true and not copied from others.
- d) I will take responsibility for my actions and admit any mistakes truthfully as honesty builds trust and strengthens teamwork.

RESPECT

- a) I will strive to promote teamwork, sensitivity towards others, and a sense of tolerance for all individuals and their opinions no matter how different from mine
- b) I will listen actively to achieve better communication between team members and ensure the communication will be done politely, embracing everyone's opinions in order to create a welcoming and positive atmosphere.
- c) I will always encourage an open and honest communication so that everyone feels comfortable expressing their ideas, concerns, and feedback without fear of rejection

INTEGRITY

- a) Under no circumstances will I compromise my reputation and the reputation of my university by involving myself in unethical practices
- b) I will take responsibility for my actions and remain accountable for the quality and authenticity of my work.
- c) I will serve as a trustworthy and reliable member of KnowNas Mart Industries, maintaining integrity as the foundation of teamwork and success.

PROFESSIONALISM

- a) I will abide by and maintain the same high standards to which I hold others.
- b) I will stay open to suggestions or corrections from my team members and use them to enhance the quality of my work and not take it personally.
- c) I will maintain confidentiality of project information, documents, or discussions outside the team to ensure privacy, security, and trust within the project.
- d) I will honor deadlines and complete my tasks within the agreed timeline to avoid slowing down the project. If I face difficulties that may cause delays, I will notify the team as soon as possible so we can reorganize tasks and maintain progress.

Signatures:

Name	Signatures	Date
Nurkayla Aaliyah binti Mohammad Saini	<i>kayla</i>	
Zurine Aishah binti Zulkifli	<i>zurine</i>	
Aszfarwizah binti Aszni	<i>aszfar</i>	28/10/2025
Ezzah Nazirah binti Dzulkafli	<i>ezzah</i>	
Nurul Izzati Binti Abdul Razak	<i>izz</i>	

2.0 Project Scope

2.1 Problem Statement

1. Lack of updated market information

Many pineapple entrepreneurs struggle to access the latest data about pineapple market trends, demand, and pricing.

2. No centralized wholesale price reference

There is currently no platform that clearly displays real time wholesale prices for pineapples, making it difficult for farmers and buyers to negotiate fairly.

3. No product stock visibility

Entrepreneurs have no simple system to track available pineapple stock or inventory in real time.

4. Absence of real-time purchase price updates

Farmers are unaware of current purchase prices from buyers, leading to possible underpricing of their produce.

2.2 Proposed Solution

1. To develop a mobile application that helps pineapple farmers, wholesalers, and buyers manage contacts, access real-time market prices, and track stock availability.
2. To view and update current pineapple prices (wholesale and purchase).
3. To share or access technical and market-related updates.

2.3 Limitations

1. Technical Limitations:

The mobile application requires stable internet access and reliable database synchronization to ensure real-time updates of pineapple prices.

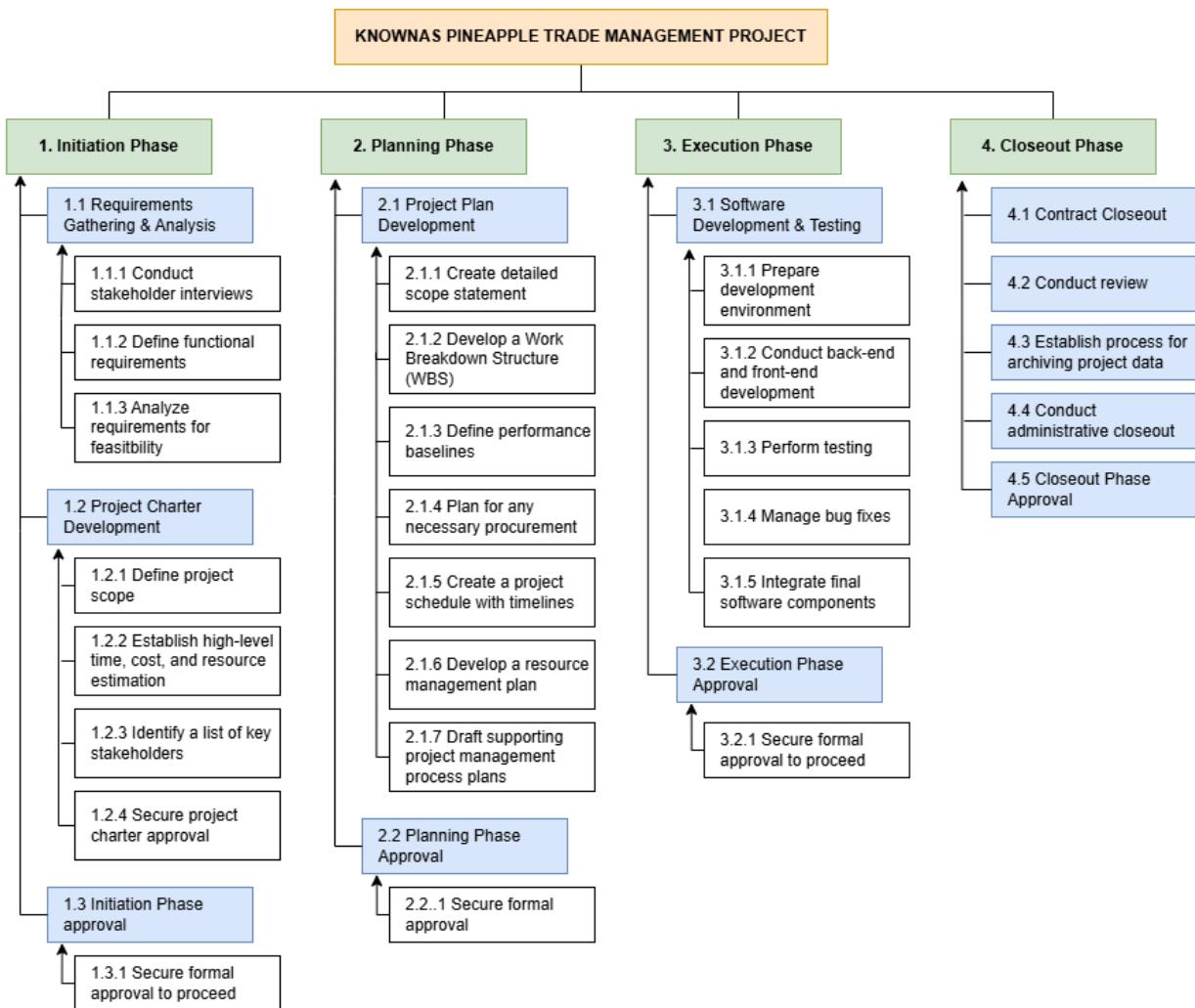
2. Resource Limitations:

The development of additional features may be restricted by limited funding, manpower, and time.

3. Data Limitations:

The accuracy of price and stock information depends highly on user input, which may sometimes be delayed or inconsistent.

3.0 Work Breakdown Structure



4.0 Resource Allocation and Planning

4.1 List of Hardware Resources Used

Mobile Devices

- a) Smartphone
- b) Laptop
- c) Tablet

4.2 List of Software Resources Used

Online Platform

- a) Google
- b) One Drive
- c) Google Docs

4.3 Team Members Roles

a) Project Manager- Nurkayla Aaliyah binti Mohammad Saini

The Project Manager oversees the overall progress of the SULAM project; KnowNas while ensuring that all tasks and modules to be developed will follow the project goals and deadlines. To make sure the mobile app is developed effectively and delivered on schedule, they are in charge of organising, planning, and monitoring the workflow, controlling risks, and promoting team communication.

b) Software Tester - Nurul Izzati Binti Abdul Razak

The mobile app's functioning and quality are guaranteed by the software tester. They are responsible for developing and executing test cases for system, integration, and unit testing. They find and report bugs or performance problems within the app, check for remedies, and make sure the finished KnowNas app satisfies user requirements and follows all the standards.

c) **UI/UX Designer - Ezzah Nazirah binti Dzulkafli**

The goal of the UI/UX designer is to make the mobile application's interface simple and easy to use. They are in charge of creating navigation flows for all the users including wholesalers, buyers, and farmers, colour palettes, layouts, and iconography that improve user experience. Their efforts guarantee that the software is user-friendly and aesthetically pleasing, meeting the demands of pineapple growers, distributors, and consumers.

d) **Database Designer - Zurine Aishah binti Zulkifli**

The project's data organisation and structure are managed by the database designer. They create and put into place the database schema needed to effectively store vendor, buyer, and pineapple market data. Their function is to guarantee correctness, consistency, and seamless database and mobile application integration.

e) **Developer - Aszfarwizah binti Aszni**

The developer is in charge of writing the code and putting the main features of the KnowNas app into use. They oversee system logic, make sure all modules such as vendor management, price updates, and stock visibility to function seamlessly, and link the user interface design with the backend database. To produce a working prototype, they work closely with other jobs.

5.0 Task Assignment and Monitoring

5.1 Task Assignment

WBS NUMBER	TASK TITLE	TASK OWNER	START DATE	DUUE DATE	DURATION (DAYS)
1	Initiation Phase				
1.1	Requirements Gathering & Analysis	KAYLA	10/6/25	10/26/25	20
1.1.1	Conduct Stakeholder Interviews	ALL	10/24/25	10/25/25	1
1.1.2	Define functional requirements	ASZFAR	10/13/25	10/26/25	13
1.1.3	Analyze requirements for feasibility	ALL	10/26/25	10/28/25	2
1.2	Project Charter Development	ASZFAR	10/13/25	10/31/25	18
1.2.1	Define project scope	KAYLA	10/13/25	10/17/25	4
1.2.4	Establish high-level time, cost, and resource estimation	IZZATI	10/16/25	10/22/25	6
1.3	Initiation Phase Approval	ALL	10/29/25	10/30/25	1
2	Planning Phase				
2.1	Project Plan Development	ALL	10/30/25	11/7/25	7
2.1.1	Create detailed scope statement	ZURINE	10/31/25	11/3/25	3
2.1.2	Develop a Work Breakdown Structure (WBS)	KAYLA	10/31/25	11/2/25	2
2.1.3	Define performance baselines	ASZFAR	11/1/25	11/4/25	3
2.1.4	Plan for any necessary procurement	EZZAH	10/31/25	11/4/25	4
2.1.5	Create a project schedule with	KAYLA	11/1/25	11/4/25	3

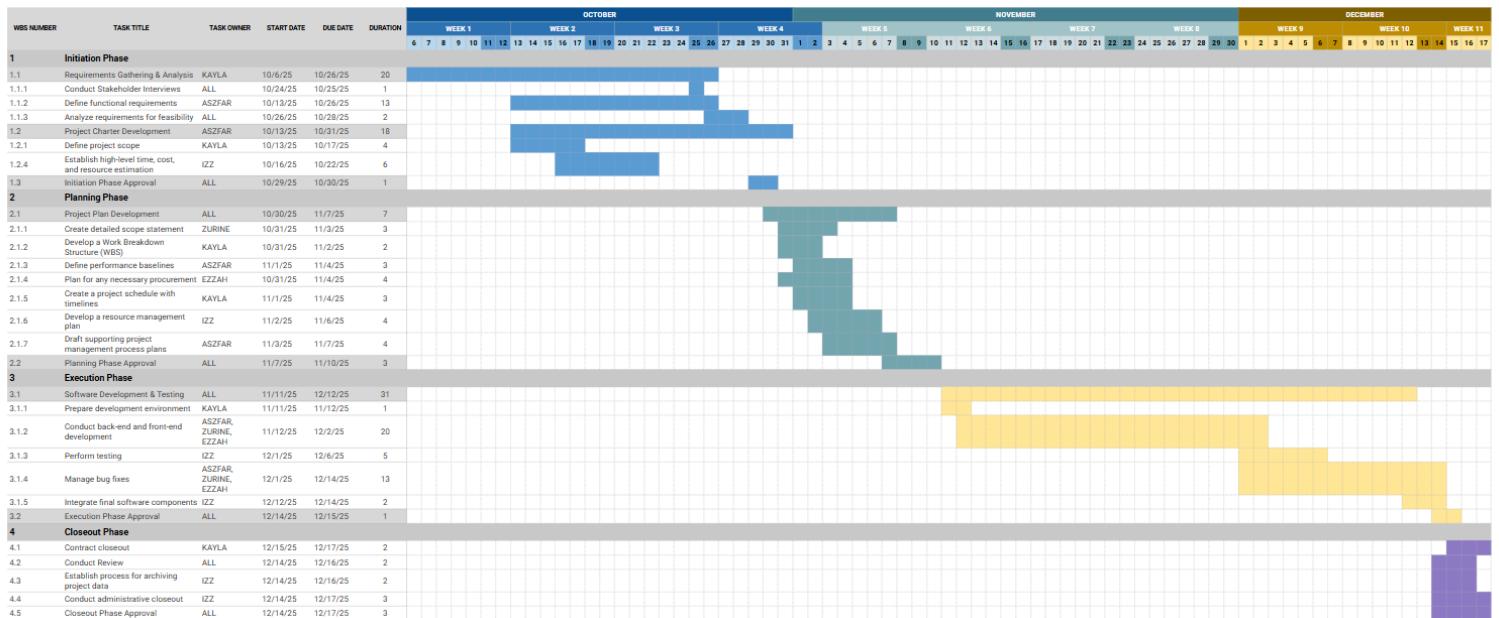
	timelines				
2.1.6	Develop a resource management plan	IZZATI	11/2/25	11/6/25	4
2.1.7	Draft supporting project management process plans	ASZFAR	11/3/25	11/7/25	4
2.2	Planning Phase Approval	ALL	11/7/25	11/10/25	3
3	Execution Phase				
3.1	Software Development & Testing	ALL	11/11/25	12/12/25	31
3.1.1	Prepare development environment	KAYLA	11/11/25	11/12/25	1
3.1.2	Conduct back-end and front-end development	ASZFAR, ZURINE, EZZAH	11/12/25	12/2/25	20
3.1.3	Perform testing	IZZATI	12/1/25	12/6/25	5
3.1.4	Manage bug fixes	ASZFAR, ZURINE, EZZAH	12/1/25	12/14/25	13
3.1.5	Integrate final software components	IZZATI	12/12/25	12/14/25	2
3.2	Execution Phase Approval	ALL	12/14/25	12/15/25	1
4	Closeout Phase				
4.1	Contract closeout	KAYLA	12/15/25	12/17/25	2
4.2	Conduct Review	ALL	12/14/25	12/16/25	2
4.3	Establish process for archiving project data	IZZATI	12/14/25	12/16/25	2

4.4	Conduct administrative closeout	IZZATI	12/14/25	12/17/25	3
4.5	Closeout Phase Approval	ALL	12/14/25	12/17/25	3

5.2 Gantt Chart

KNOWNAS MART

PROJECT TITLE: KNOWNAS MART
 PROJECT MANAGER: NURKAYLA AALIYAH BINTI MOHAMMAD SAINI
 COMPANY NAME: KNOWNAS MART INDUSTRIES
 DATE: 10/13/25



6.0 Stakeholder Communication

1. Communication plan detailing

a. Type of communication channel

i. **Whatsapp , a direct messaging application**

An instant messaging application that enables fast and convenient communication among project stakeholders. It supports text messages, voice notes, and file sharing for daily communication and quick updates. Team members can easily share progress reports, reminders, and short discussions without needing formal meetings.

ii. **Microsoft Teams**

An online meeting and collaboration platform used to conduct formal discussions and virtual meetings among stakeholders. It provides features such as video conferencing, screen sharing, file collaboration, and chat integration, which support effective communication. Teams allows stakeholders to join meetings remotely, present updates, and share important project documents in real time.

b. Frequency

Discussions and updates are planned to take place at least seven times during the project to cover major stages such as planning, design, development, testing, and final evaluation.

7.0 Testing Phase

1. Unit Testing

Each module of the KnowNas Mart App will be tested separately by the developer to ensure that it operates correctly independently. Modules include farmer's information, price update, and stock tracking are tested individually to make sure that it functions as expected without errors.

2. Integration Testing

All modules will be combined and tested together to confirm smooth data flow between components. This involves checking that any updates in one module, such as changes to stock levels or pricing, are correctly synchronized and displayed in related modules such as market information.

3. System Testing

Thorough testing will be done on the whole app to check how well it performs.

During this stage, the team will make sure the app runs smoothly on various mobile phones and responds correctly to all user actions. This testing also helps find and fix issues like slow loading, display errors, or crashes, ensuring the app is stable, reliable, and ready for the users.

4. User Acceptance Testing

This testing stage will involve real users such as farmers, wholesalers, and LPNM representatives. They will evaluate the app's usability, design, and data accuracy to confirm it meets their expectations and operational needs before official launch.

5. Regression Testing

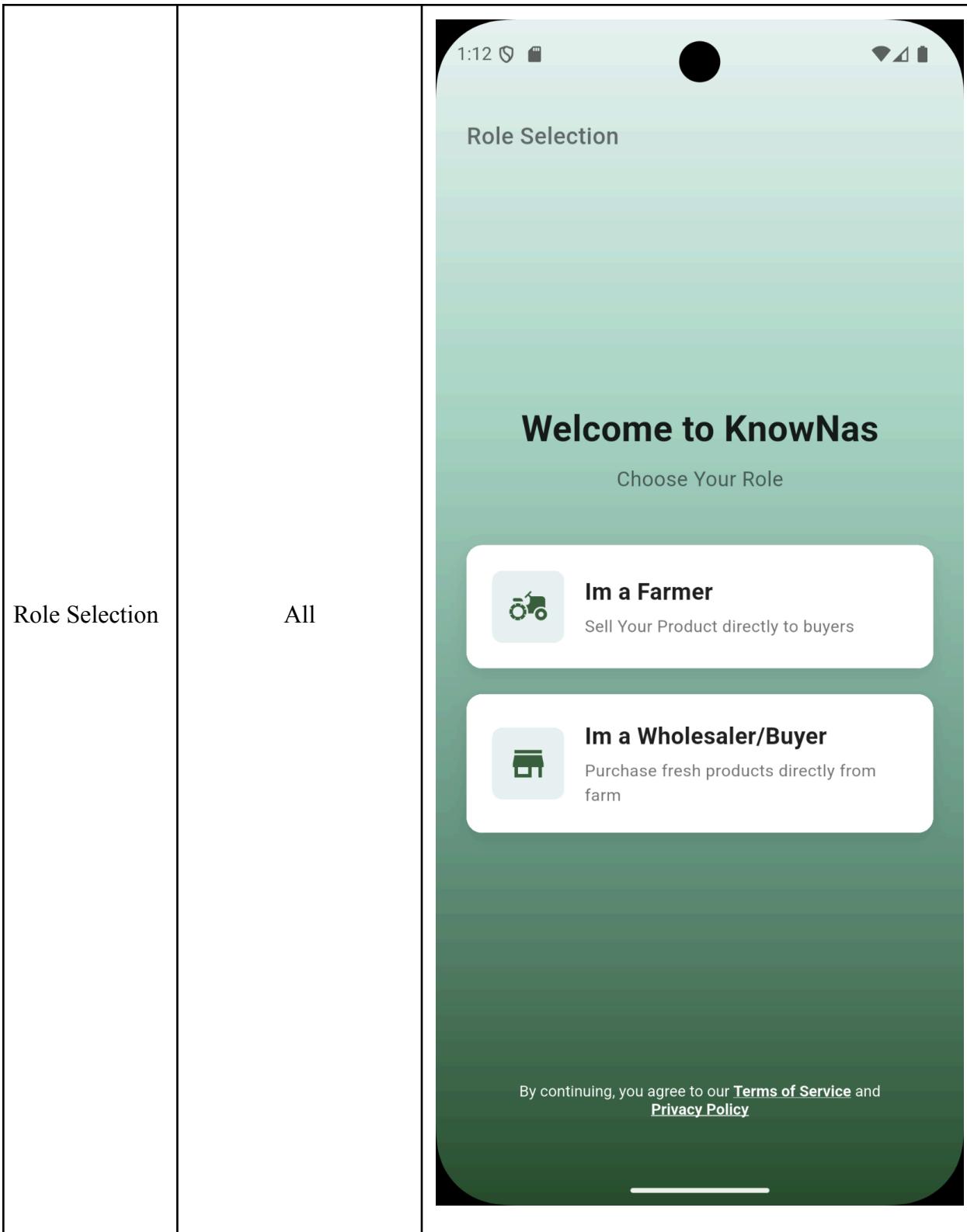
After making updates or fixing problems, regression testing will be done to make sure the new changes are working properly and there are no errors in features that were already working. For the KnowNas Mart App, this means checking that important functions such as updating pineapple prices, tracking stock, and managing farmer contacts still run smoothly after each change.

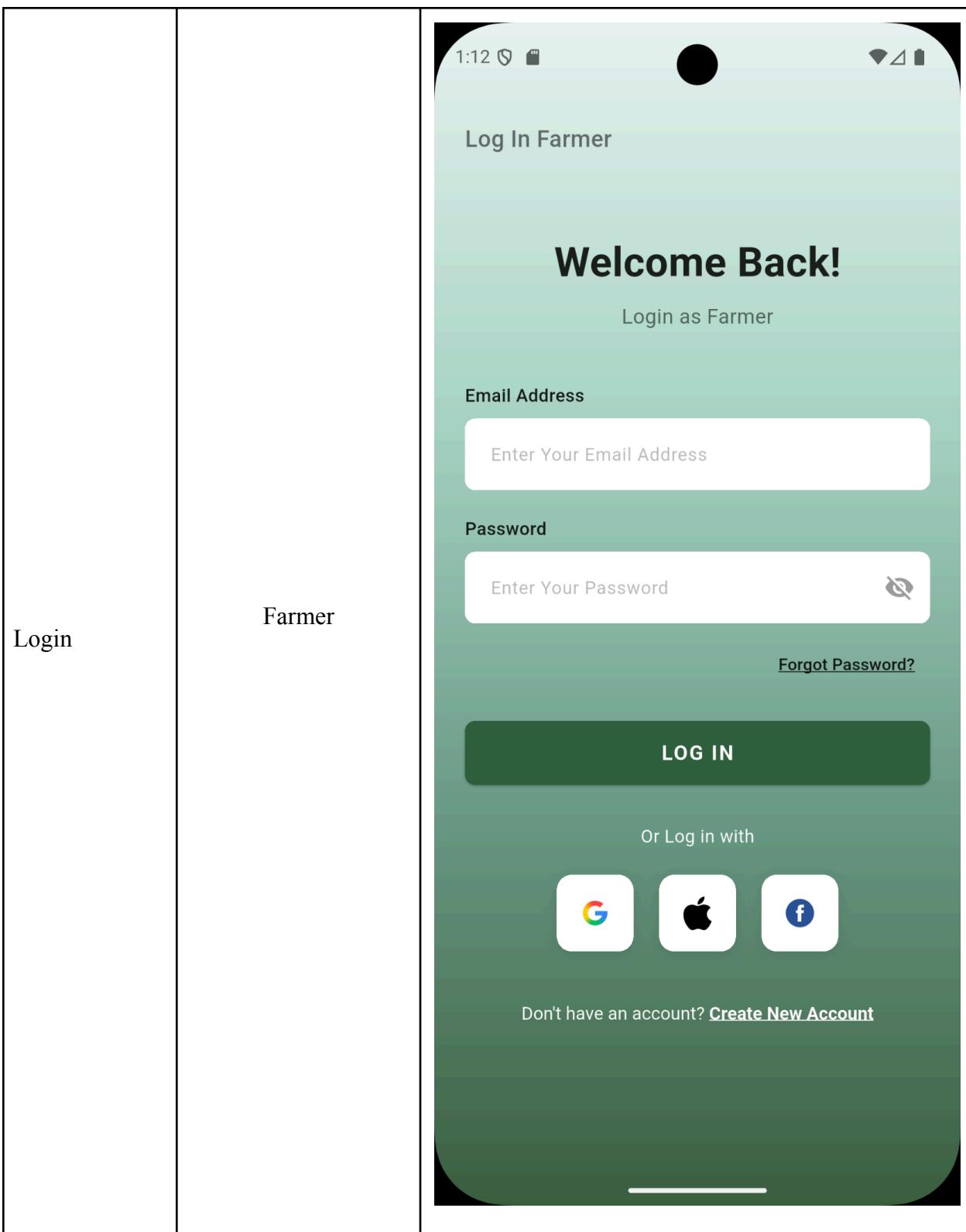
8.0 Quality Control and Assurance

Milestone	Timeline	Description
1. Initiation Phase Completion	6/10/2025 - 30/10/2025	<p>Completion of requirements gathering, stakeholder interviews, feasibility analysis and project charter.</p> <p>Review: Ensure that all requirements are validated by stakeholders and project scope, cost, and time estimations are realistic before moving forward.</p>
2. Planning Phase Completion	30/10/2025 - 10/11/2025	<p>Development of detailed project plan, WBS, schedule, and resource plan.</p> <p>Review: Verify that all planning documents align with project objectives and risk mitigation strategies are in place. Obtain approval from the team and manager.</p>
3. Execution Phase Completion	11/11/2025 - 15/12/2025	<p>Includes full software development, testing, and bug fixing.</p> <p>Review: Conduct code review, functionality testing, and user acceptance testing to ensure that system meets requirements and performs without major defects.</p>
4. Closeout Phase Completion	14/12/2025 - 17/12/2025	<p>Final handover, document archiving, and administrative closure.</p> <p>Review: Confirm that all deliverables are complete, lessons learned are documented, and the prototype is officially accepted by LPNM.</p>

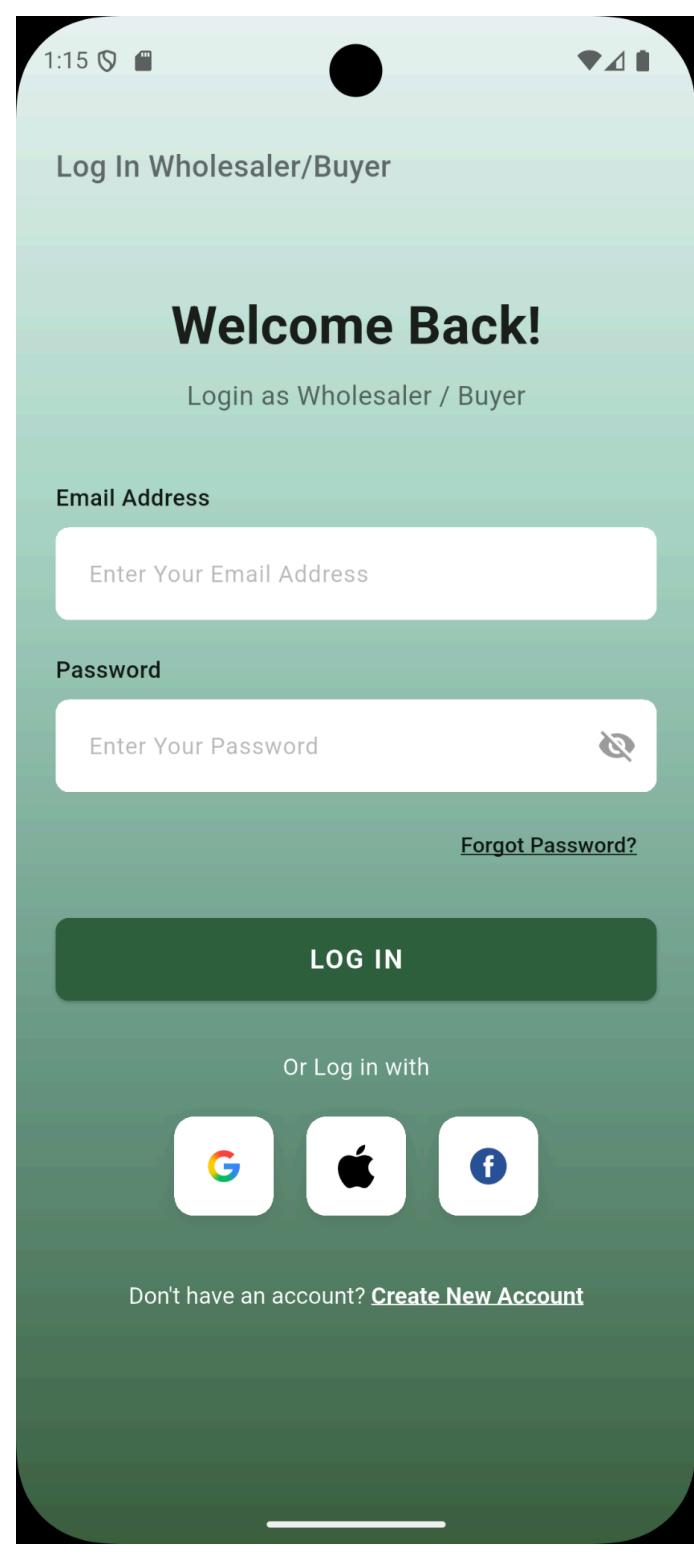
9.0 User Interface

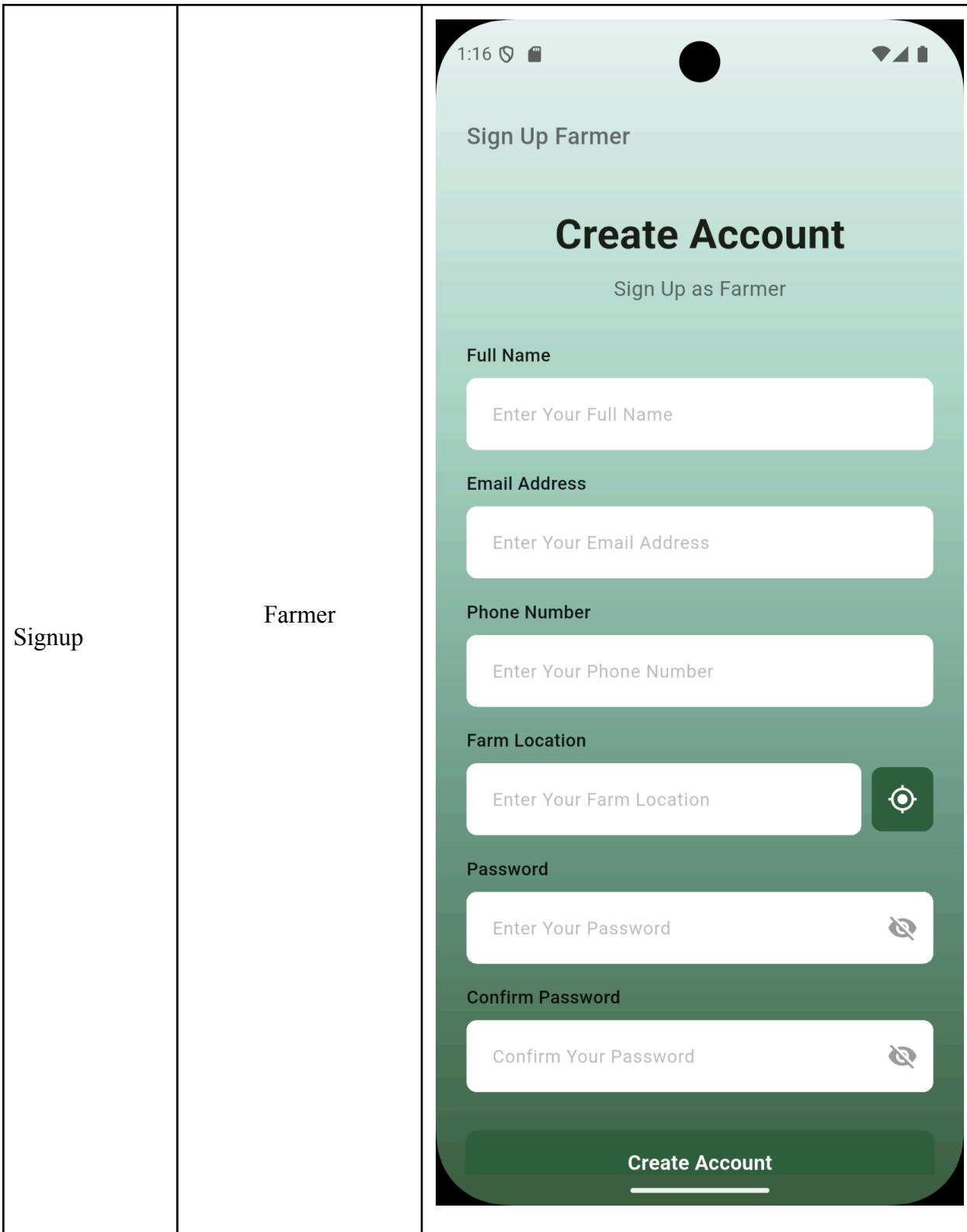
Screen	User Type	Interface
Splash Screen	All	 A screenshot of a smartphone displaying the splash screen of the KnowNas app. The screen has a green-to-black gradient background. In the center is a stylized yellow and orange pineapple logo. Below the logo, the word "KnowNas" is written in a white, bold, sans-serif font. Underneath that, the tagline "Know Your Nanas" is displayed in a smaller, lighter gray font. At the very top of the screen, there is a status bar with the time "1:09", a battery icon, and signal strength indicators. A small black circular hole is visible in the upper center of the screen, likely representing a notch or camera cutout.

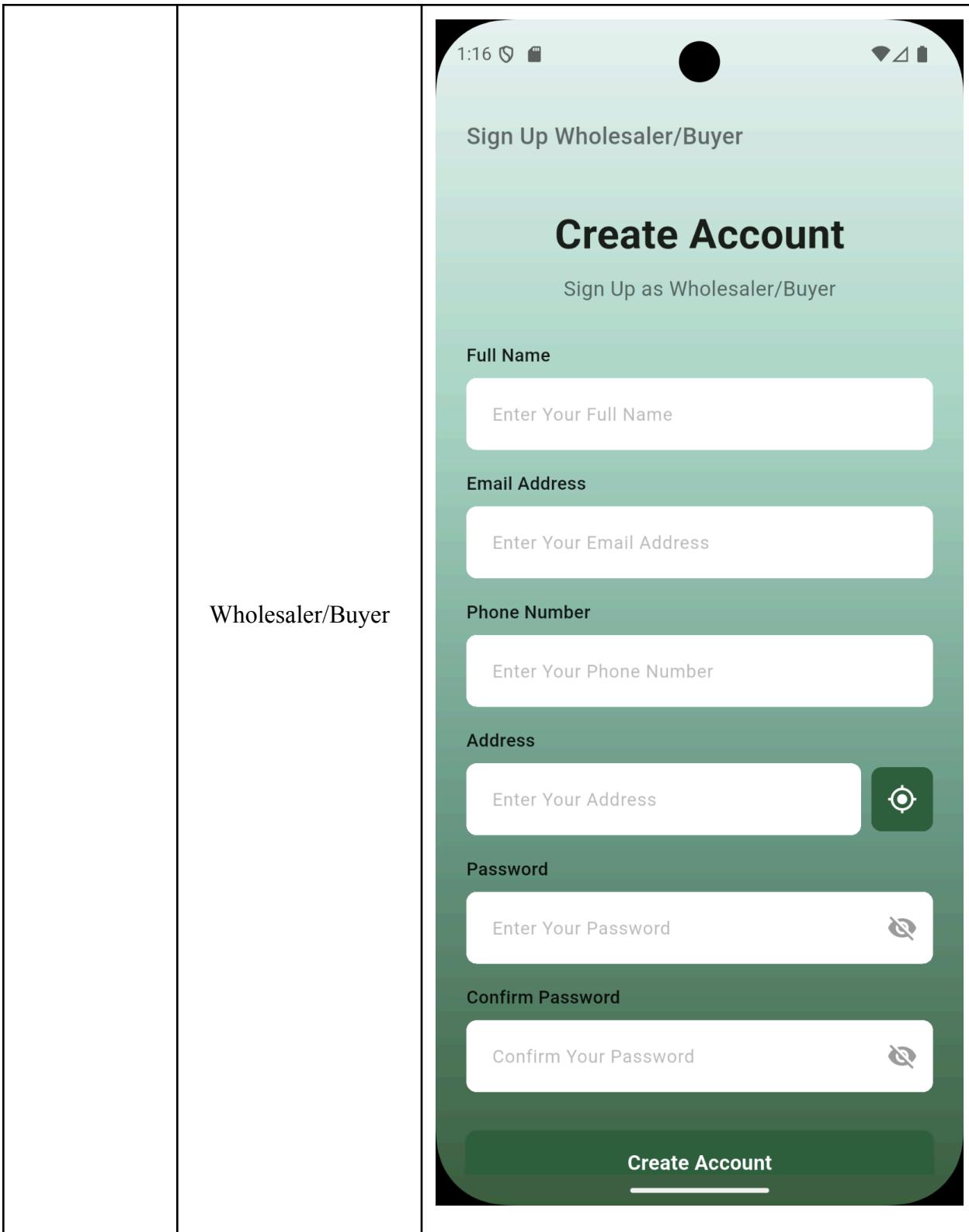




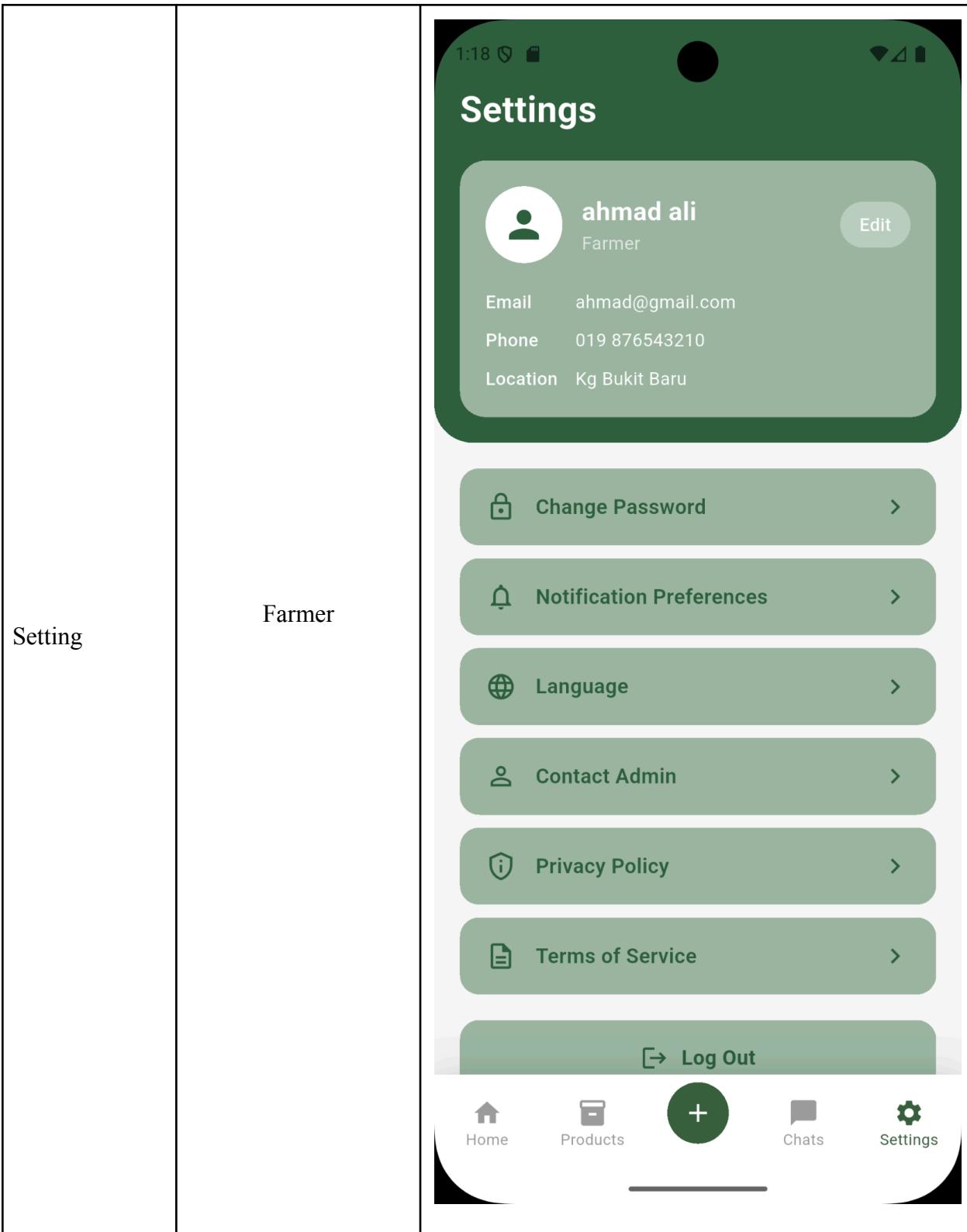
Wholesaler/Buyer

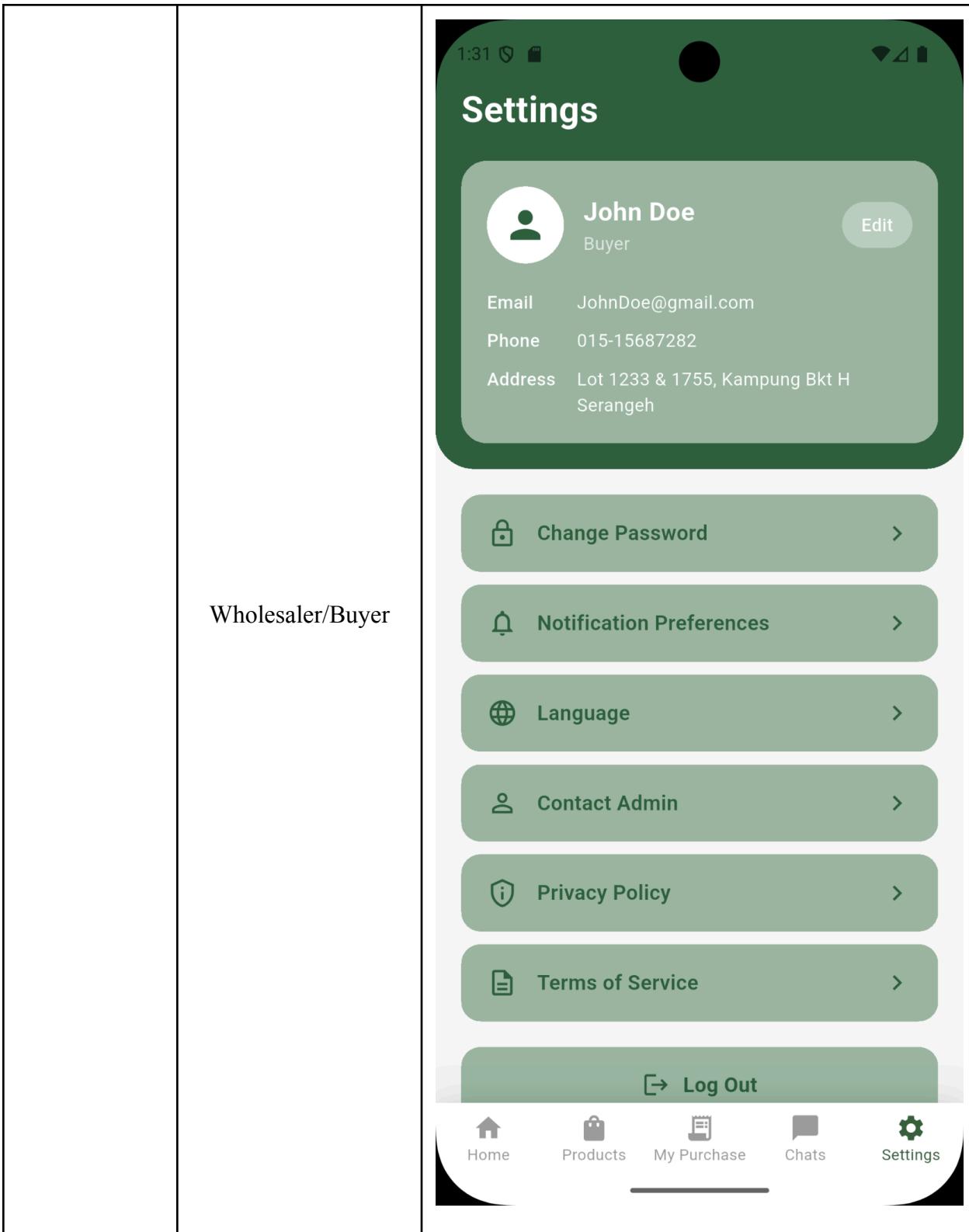


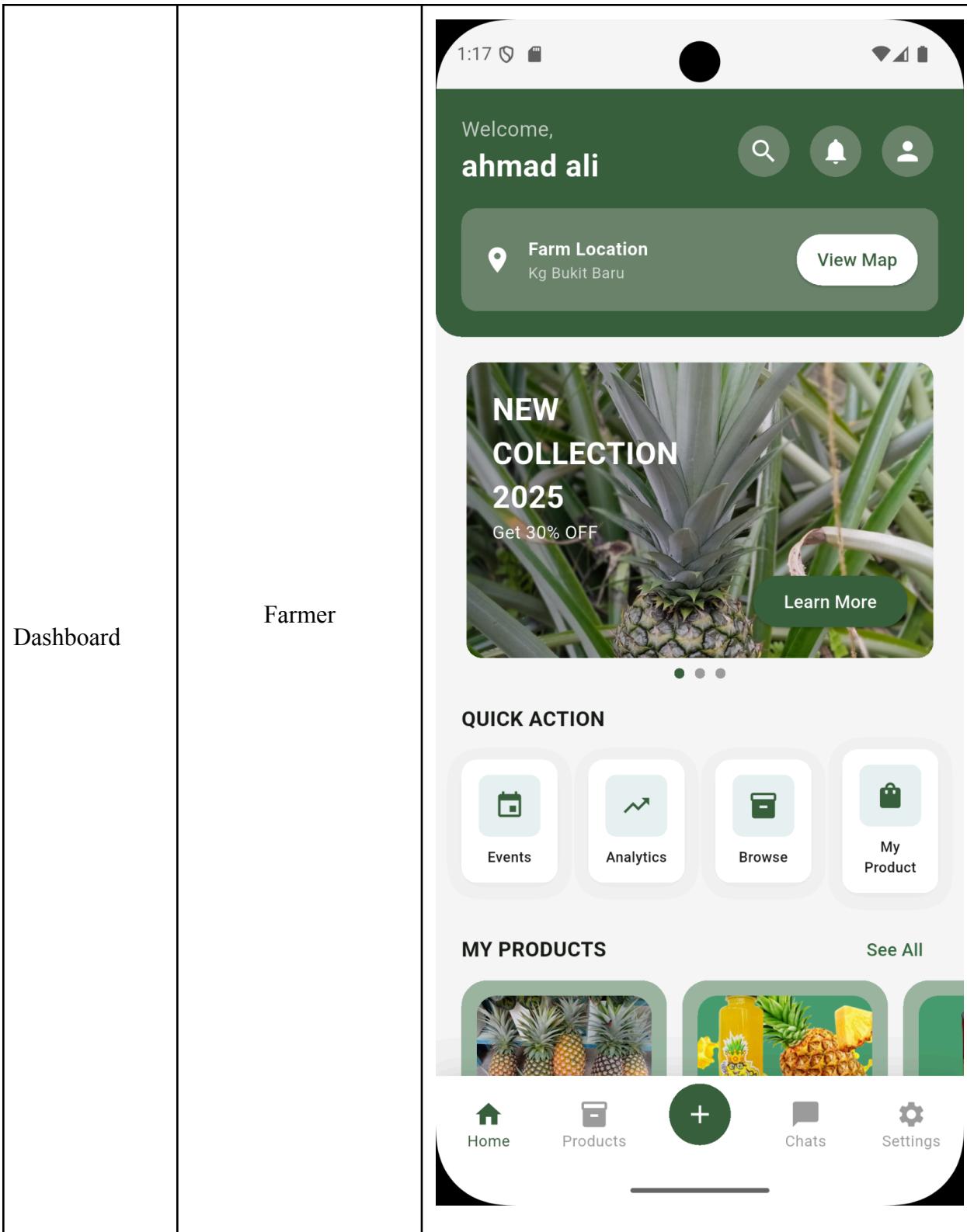




Wholesaler/Buyer



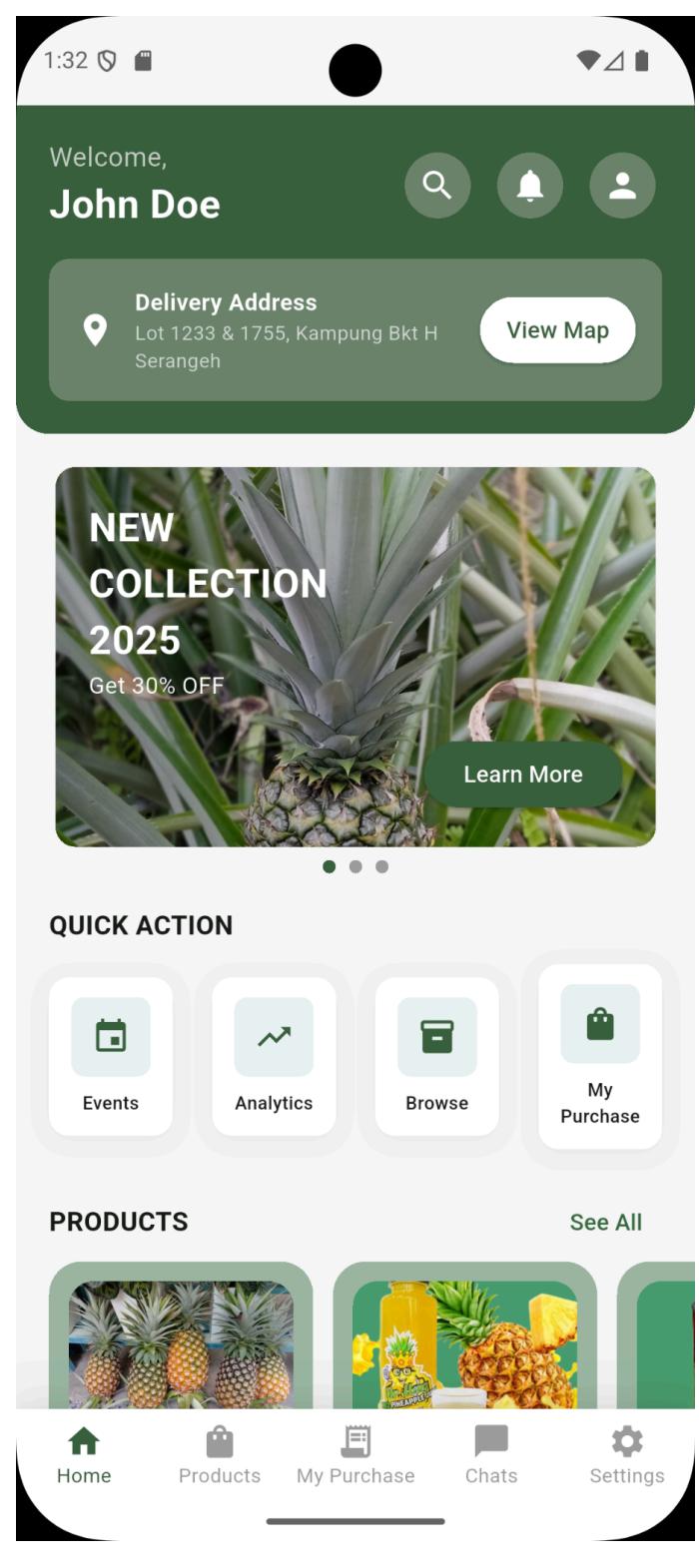




Dashboard

Farmer

Wholesaler/Buyer



1:32

PRODUCTS See All

Fresh Pineapple

Current Price	RM 6.40
New Price / unit	RM 8.00
Wholesale Price	RM 6.00

Quantities +

Pineapple Juice

Current Price	RM 6.40
New Price / unit	RM 8.00
Wholesale Price	RM 6.00

Quantities +

Canned Pineapple

Current Price	RM 6.40
New Price / unit	RM 8.00
Wholesale Price	RM 6.00

Quantities +

POPULAR THIS WEEK See All

Pineapple Tart

Current Price	RM 6.40
New Price / unit	RM 7.20
Wholesale Price	RM 6.00

Quantities +

Pineapple Jam

Current Price	RM 6.40
New Price / unit	RM 8.00
Wholesale Price	RM 6.00

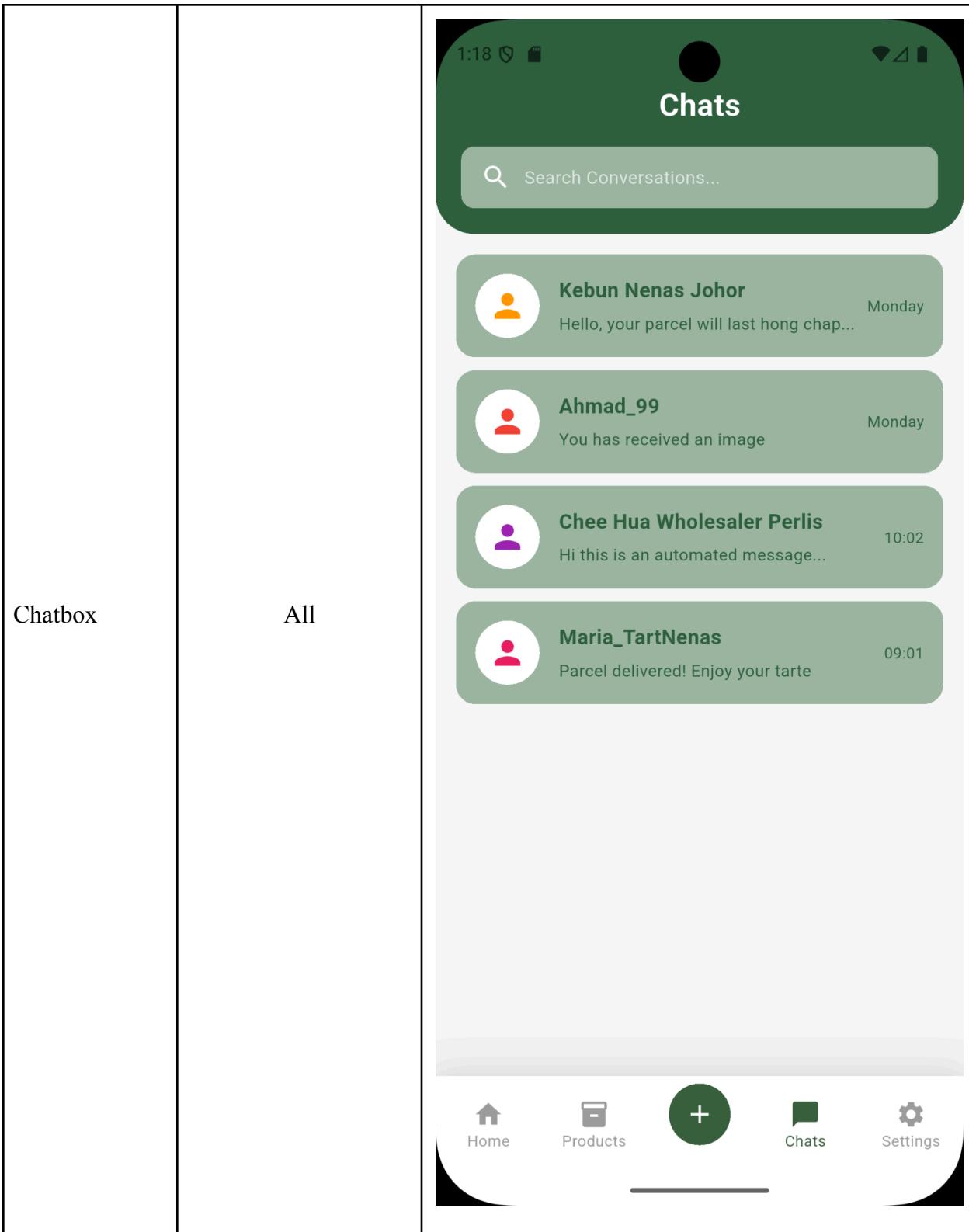
Quantities +

Fresh Pineapple

Current Price	RM 6.40
New Price / unit	RM 8.00
Wholesale Price	RM 6.00

Quantities +

Home Products My Purchase Chats Settings



Products Overview

All

PRODUCTS

Search Products

All Pineapple Drinks Food

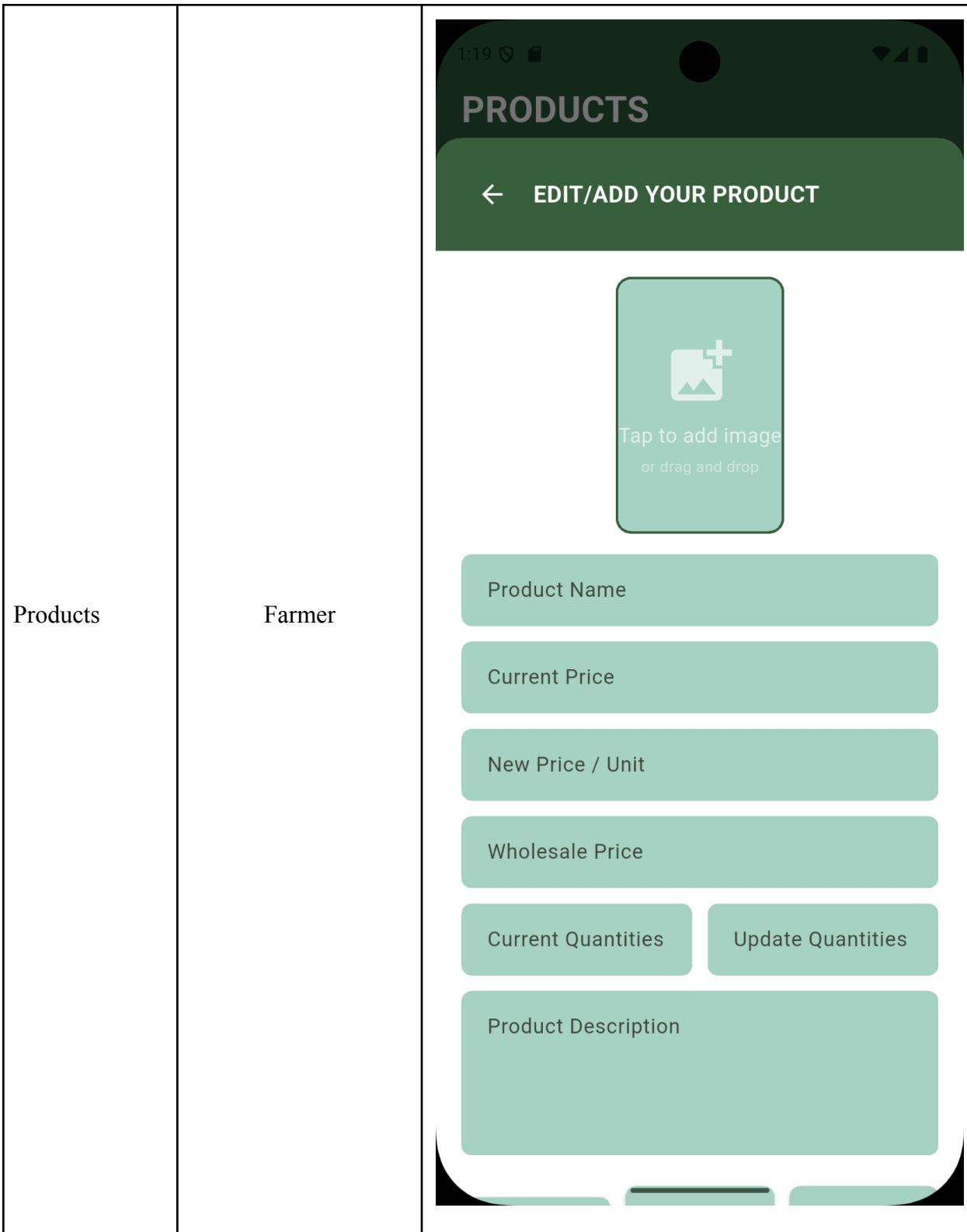

Fresh Pineapple
Current Price RM 6.40
New Price / unit RM 8.00
Wholesale Price RM 6.00
Quantity +

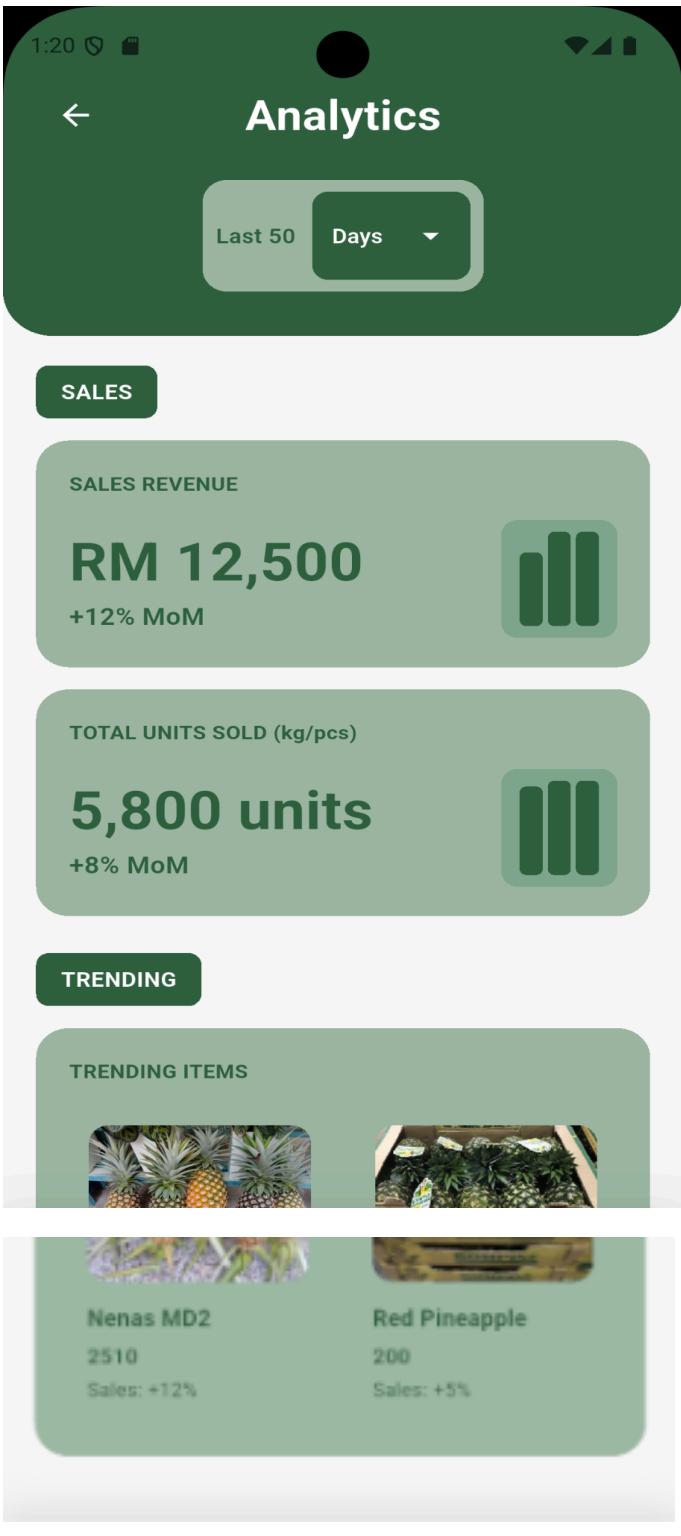

Pineapple Juice
Current Price RM 6.40
New Price / unit RM 8.00
Wholesale Price RM 6.00
Quantity +

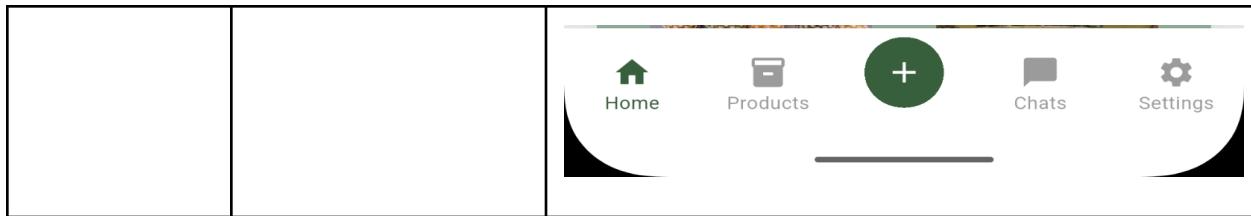

Canned Pineapple
Current Price RM 6.40
New Price / unit RM 8.00
Wholesale Price RM 6.00
Quantity +

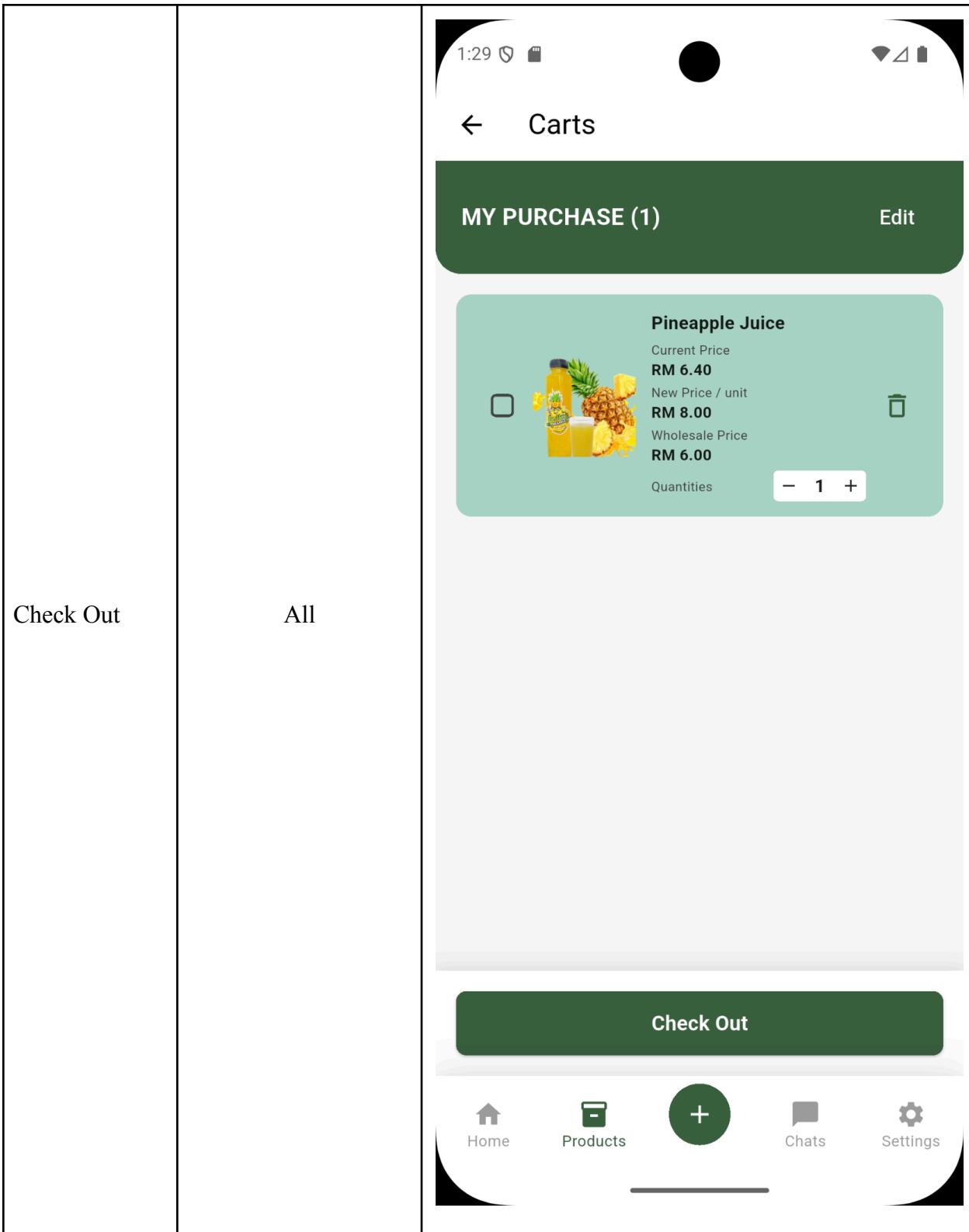

Pineapple Tart
Current Price RM 6.40
New Price / unit RM 7.20
Wholesale Price RM 6.00
Quantity +

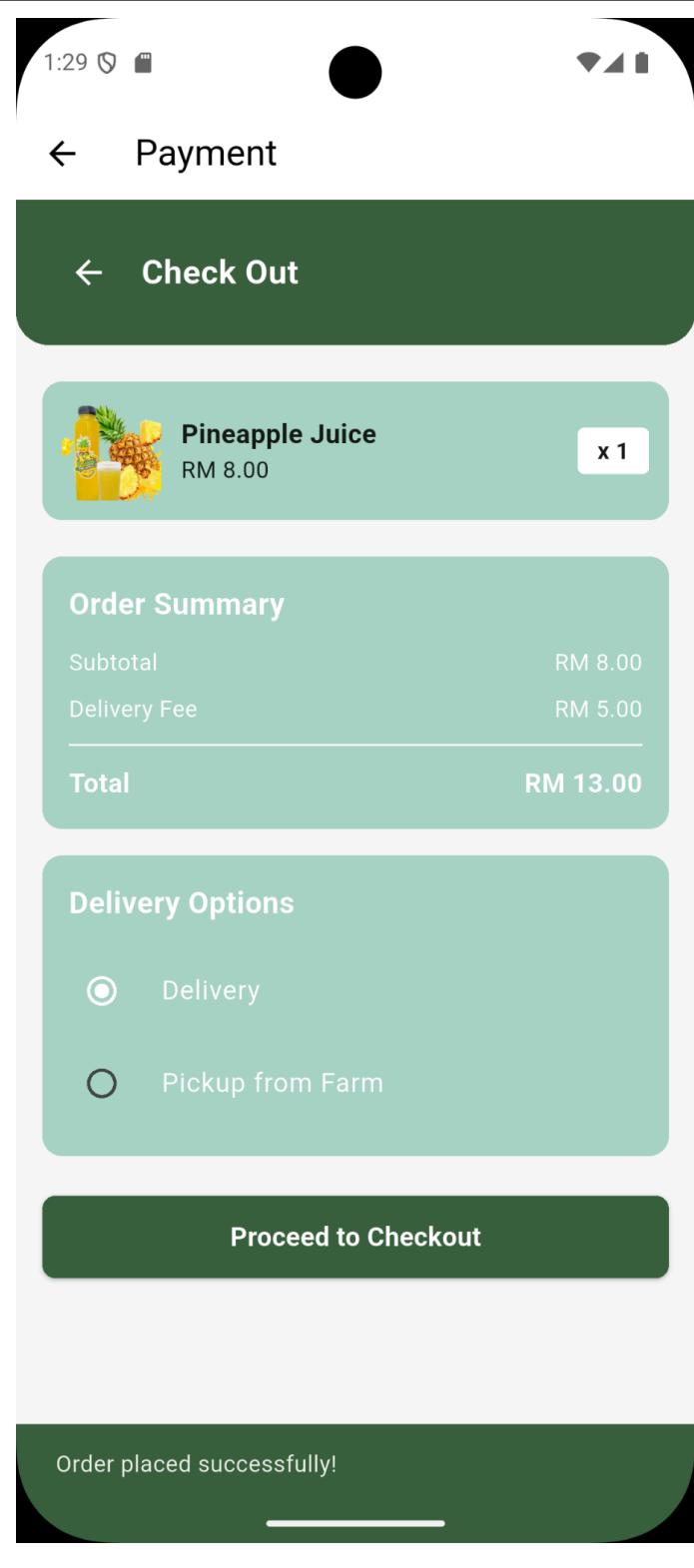
Home Products + Chats Settings



		 <p>The image shows a smartphone screen displaying a mobile application interface. The top navigation bar is dark green with the word "Analytics" in white. Below it is a toolbar with two buttons: "Last 50" and "Days" with a dropdown arrow. The main content area has a light gray background. The first section is titled "SALES" in a dark green button. It displays "SALES REVENUE" in bold green text, followed by "RM 12,500" in large bold green text, and "+12% MoM" in smaller green text. To the right is a green icon with three vertical bars of increasing height. The second section is titled "TOTAL UNITS SOLD (kg/pcs)" in a dark green button. It displays "5,800 units" in large bold green text, and "+8% MoM" in smaller green text. To the right is a green icon with three vertical bars of equal height. The third section is titled "TRENDING" in a dark green button. It displays "TRENDING ITEMS" in a dark green button. Below this are four cards, each featuring a small image of a pineapple product. The first card shows "Nenas MD2" with "2510" and "Sales: +12%". The second card shows "Red Pineapple" with "200" and "Sales: +5%".</p>
Data Analytics	Farmer	







10.0 Risk Management

Risk ID	Risk Description	Risk Impact	Risk Action	Risk level	Risk Owner
R1	Insufficient funding or resources for software tools	Unable to execute project activities as plan	Research and utilize free/open-source software plans.	Medium	Project Manager
R2	Miscommunication between team members	Deliverables may not meet expectations	Schedule weekly briefings	High	All members
R3	Poor time management	Late submission of assigned tasks	Prepare a Gantt Chart and monitor weekly progress	High	All members
R4	Loss of project data	Inaccurate reporting	Have data backups (Google Drive / OneDrive) and assign a documentation manager	Medium	Documentation Manager
R5	Disagreement within team	Reduce team productivity	Encourage open communication between teams	Medium	Project Manager
R6	Technical issues during online meetings	Delay online meetings	Check and setup beforehand and prepare offline backup plan	Medium	Technical Lead

R7	Low participation among team	Incomplete tasks	Monitor team participation	Medium	Project Manager & All members
R8	Absence of shareholders during meetings	Project may proceed based on incorrect assumptions	Set up new meetings well in advanced	Medium	Project Manager
R9	Last minute task completion	End result is rushed and inaccurate	Set earlier internal deadlines	Medium	All members
R10	Lack of understanding tasks	Wrong and incomplete output	Clarify tasks in detail during meetings.	Medium	All members

APPENDIX A: PROJECT CHECKLIST

Group No: **KnowNas Mart Industries**

Group Members:

1. NURKAYLA AALIYAH BINTI MOHAMMAD SAINI
2. ASZFARWIZAH BINTI ASN NI
3. EZZAH NAZIRAH BINTU DZULKAFLI
4. NURUL IZZATI BINTI ABD RAZAK
5. ZURINE AI SHAH BINTI ZULKIFLI

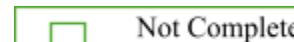
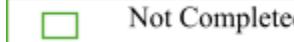
Project Title: KnowNas Mart

Website link: <https://sites.google.com/view/knownasmart/home>

General requirements:

- Ensure that website is available until December 2026

Section	Description	Example	Reflections (based on STARR model)	Completion Status
1. Project Scope Definition & Work Breakdown Structure	Defines what the project includes, its goals, and tasks broken down into a WBS.	We outlined modules such as authentication, vendor listing, product browsing and order flow.	We clarified the project scope early to avoid confusion. Tasks were divided in a WBS, which improved team coordination. Next time, we will refine the scope earlier to reduce last-minute workload changes.	<div style="display: flex; align-items: center; gap: 10px;"><input type="checkbox"/>Not Completed<input checked="" type="checkbox"/>Completed</div>

2. The Team Operating System (TOS)	<p>Rules and structure for detailing roles how the team communicates, collaborates, and makes decisions.</p>	<p>We created a TOS (PM, designer, developer) and used Whatsapp + Google Drive for communication.</p>	<p>The TOS improved teamwork and minimized misunderstandings. In future projects, we will include clearer workload monitoring.</p>	 Not Completed  Completed
3. Risk Management	<p>Identifying possible risks and preparing mitigation strategies..</p>	<p>We listed risks such as time shortage, UI errors, and demo issues, and prepared a mitigation plan.</p>	<p>Risk planning helped us avoid major delays. However, we should update our risk log more frequently as the project evolves.</p>	 Not Completed  Completed
4. Resource Allocation and Planning	<p>Assigning tools and manpower to ensure the project runs efficiently.</p>	<p>We used Figma for UI, FlutterFlow for prototype, and assigned tasks based on each member's strengths.</p>	<p>Resources were allocated effectively, but some members needed extra time to learn tools. Earlier training should be included next time.</p>	 Not Completed  Completed
5. Task Assignment & Monitoring	<p>Distributing tasks and tracking progress.</p>	<p>We used a shared Google Sheet and Gantt chart to assign tasks and monitor progress.</p>	<p>Monitoring helped keep work on schedule. We realized that shorter, daily updates would prevent</p>	 Not Completed  Completed

			bottlenecks earlier.	
6. Stakeholder Communication	Ensuring smooth communication between team members, lecturer, and external parties.	We held weekly consultations with lecturer and via WhatsApp meetings.	Consistent communication improved feedback and reduced errors. Next time, we will document meeting minutes more systematically.	<div style="display: flex; justify-content: space-around;"> <input type="checkbox"/> Not Completed <input checked="" type="checkbox"/> Completed </div>
7. Testing	Checking if the prototype features work as expected.	We tested navigation flows, marketplace listings, and vendor dashboard functions.	Testing allowed us to fix issues early, but we should have performed testing continuously instead of near deadlines.	<div style="display: flex; justify-content: space-around;"> <input type="checkbox"/> Not Completed <input checked="" type="checkbox"/> Completed </div>
8. Quality Control & Assurance	Maintaining standard quality across design, system logic, and documentation.	We performed UI consistency checks and reviewed documentation formatting.	Quality improved through weekly reviews, but more frequent checks could have reduced rework.	<div style="display: flex; justify-content: space-around;"> <input type="checkbox"/> Not Completed <input checked="" type="checkbox"/> Completed </div>
9. Project Closure	Finishing the project and preparing materials for submission.	We recorded a demo video, prepared the final slides, and compiled documentation.	The closure process highlighted the importance of clear and concise communication. We will include more	<div style="display: flex; justify-content: space-around;"> <input type="checkbox"/> Not Completed <input checked="" type="checkbox"/> Completed </div>

			user scenarios in future demos.	
10. Images and Videos	Collecting visual evidence of project	We included screenshots of UI designs and development prototype flows	Documenting visually helped show our work clearly. Next project, we will capture progress at each milestone.	<input type="checkbox"/> Not Completed <input checked="" type="checkbox"/> Completed