Database EvaluatOr project Management plan

Project Team

Document history

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## Background

Secure and efficient database implementation with suggested best practice is one of the challenges for an organization and as well as for a database administrator.

Identifying details of SQL Server configurations is a time consuming process and lots of manual work for a new database administrator who wants to know the configured parameters values of all SQL Server instances and databases without well maintained inventory.

Our project can help customers to solve this problem. This project is about using Microsoft Visual Studio and SQL Server Express to develop Database simulator. Customers can download the simulator from a website, execute simulator against client system, and upload the file to the website so it will be diagnosed later.

## Project Definition

### 2.1 Project Objectives

* Client application

Client application is small and light weight application which will be executed by customer on their database system and application generated encrypted dump file which contains all the agreed database and SQL instance parameter values.

* Website

Customer can create their account on the website.

Customer can download Client application from the website.

Customer also can use FTP to upload dump file and download the final report.

* Database Evaluator

Database Evaluator (DBE) is able to generate the final report after check all the parameters from dump file.

### 2.2 Project scope

* Client application
  + Execute on customers’s system
  + Generate the dump files of parameters of customers’s database
* Website
  + Download client application form website
  + Upload the encrypted dump files via website
  + View and donload the final diagnosed report
* Database Evaluator
  + Generate the final diagnosed report

### 2.3 Outline project deliverables and/or desired outcomes

* Project Proposal
* Project Plan/Gantt Chart
* Scope of Project document
* Requirements Analysis document
* Design documents
* Client Application
* Webite
* Database Evaluator
* System Test Plan
* Test Case
* Test Report
* Project Presentation

### 2.4 Exclusions

* This project will not support the all type of operating system except Microsoft Windows.
* This project will not support the all type of databse except Microsoft SQL 2008 R2 and Microsoft SQL 2012.

### 2.5 Constraints

* This project needs to deveop a client application which can be executed on customers’ system to generate a dump file about the parameters of their database.
* This project needs to establish a website for customers to download the client application and upload the dump files.
* This project needs to develop a database evaluator to generate the final diagnosed report.
* Customers should download client application form a particular website which will be developed by project team.
* Customers need to execute the client application on their systime to generate the dump files
* Customers should upload the dump files via the website.

### 2.6 Interfaces

* Client application
* Website

### 2.7 Assumptions

The assumptions supporting the Project are:

* The sufficient staff resource is available for all aspects of the project
* The adequate time is made available.
* The deliverables meet the prospective requirements

## Project Approach

Dynamic System Development Model Atern (DSDM Atern) is an agile development framework which time and cost are fixed. We just need to focus on the scope of project. In addition, DSDM Atern can be used for large and small projects depending on the needs of the project. Using DSDM Atern, risks will be minimized as the project progresses because of its iterative and incremental approach.

## Project Tolerances

These are:

* The timescale tolerance level for the Project is set at two weeks for each milestone
* 10% of developed budget will be allowed for contingency costs, which will be the overall cost tolerance on the Project.
* The Project Manger will raise exception reports with the Project Board if costs or timescales for an approved stage plan are expected to exceed the agreed tolerance levels set for project.

## Project Controls

* The project manager will hold the meetings regularly with the project advisor and team members to monitor progress and manage arising issues.
* When initiating the project, agreeing the plan of project and reviewing the progress of the project, the project manager will hold the meetings to offer advise to manage exceptions.
* The project manager will regularly produce reports for the project advisor and team members about the project progress and on exceptional circumstances produce reports.
* Any risk and issues or changes that arise during the Project will be kept to record.
* Change Management controls will be introduced to manage all aspects of Project. Because any risk and issues or changes will be take into account importance, impact and priority for the change when they occur.
* Project team will use the change control form to control all the necessary change in the project which will be sign by the all agreed project members.
* See on Change Control form

## Project Organisation Structure

### 6.1 Project Management team

|  |  |
| --- | --- |
| Role | Name |
| Project Advisor | Steve McKinlay |
| Project Manager | Changming Wu |
| Database Specialist | Hardik Kansara |
| Web Developer | Kwinno Pineda |
| C# Developer | Patrick Cura |
| Tester | Changming Wu, Hardik Kansara, Kwinno Pineda, Patrick Cura |

### 6.2 Job Descriptions

* Project Advisor

Give the corresponding feedbacks and suggestions.

* Project Manager
* Manage and lead the project team.
* Manage co-ordination of the partners and work groups engaged in project work.
* Develop and maintain a detailed project plan.
* Manage project deliverables in line with the project plan.
* Record and manage project issues and escalating where necessary.
* Manage project scope and change control and escalate issues where necessary.
* Monitor project progress.
* Provide status reports of project.
* Manage project evaluation and dissemination activities.
* Manage consultancy input within the defined budget.
* Work closely with customers to ensure the project meets business needs.
* Definition and management of the User Acceptance Testing programme.
* Test Manager
* Define and implement the role testing plays within the organization.
* Define the scope of testing within the context of each release/delivery.
* Deploy and manage the appropriate testing framework to meet the testing mandate.
* Implement and evolving appropriate measurements and metrics.
* Plan, deploy and manage the testing effort for any given engagement/release.
* Manage and grow the testing assets required for meeting the testing mandate including team members, test tools and testing processes
* Database Specialist
* Work with the Project Manager to manager the creation of the project specification and requirements.
* Work with Web Developer and C# Developer to handle the database evaluation guidelines and the database queries.
* Develop project tasks with goals and schedule with project manager.
* Set up interfaces with other systems.
* Report configuration and deployment.
* Set up and maintenance of security rights and access permissions.
* Contribute to technical strategy, policy and procedure with Project Manager.
* Develop and operate of technical testing project.
* Develop the technical documentation to agreed quality standards.
* Report on progress/issues to management.
* Work with tester to solve the faults/bugs that are found in testing progress.
* Web Developer
* Develop a website that the customers can download client application and upload dump files.
* Work with Database Specialist and C# developer to integrate website, client application and database.
* Work with the Project Manager for definition of development requirements and priorities.
* Develop project tasks with goals and schedule
* Set up interfaces with other systems.
* Report configuration and deployment.
* Set up and maintenance of security rights and access permissions.
* Contribute to technical strategy, policy and procedure with Project Manager.
* Develop and operate of technical testing project.
* Develop the technical documentation to agreed quality standards.
* Report on progress/issues to management.
* Work with tester to solve the faults/bugs that are found in testing progress.
* C# Developer
* Develop client application and database evaluator.
* Work with Web Developer and Database Specialis to integrate website, client application and database.
* Work with the Project Manager for definition of development requirements and priorities.
* Develop project tasks with goals and schedule
* Set up interfaces with other systems.
* Report configuration and deployment.
* Set up and maintenance of security rights and access permissions.
* Contribute to technical strategy, policy and procedure with Project Manager.
* Develop and operate of technical testing project.
* Develop the technical documentation to agreed quality standards.
* Report on progress/issues to management.
* Work with tester to solve the faults/bugs that are found in testing progress.
* Tester
* Read all the documents and understand what needs to be tested.
* Based on the all documents to decide how it is to be tested.
* Inform the test lead about what all resources will be required for software testing.
* Develop test cases and prioritize testing activities.
* Execute all the test case and report defects, define severity and priority for each defect.
* Carry out regression testing every time when changes are made to the code to fix defects.

## Communication Plan

* To the project team

This communication will be held by the project manager and will be through regular project team meetings.

* To the project advisor

The project manager will regularly produce reports for the project advisor and team members about the project progress and on exceptional circumstances produce reports.

* To business change

A detailed communication plan will be developed once the scope of the business change has been established and the project advisor and team members agree on the delegation of responsibility for its management.

## Project Quality Plan

* The project will be managed and quality review.
* Quality will be measured and controlled through reviews at the appropriate levels through the project team.