Process II Deliverable – Waterfall Planning Documentation

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Phase 1: Planning and Design

1. Gather Requirements for Standup Survey Bot:

   - Identify the need for a Standup Survey Bot to address inefficiencies in standup meetings for new projects.

   - Analyze the problem statement highlighting lack of specificity in goals, uncertainty in tasks, and lack of documentation.

2. Design Use Cases and User Requirements:

   - Define use cases for the Standup Survey Bot, including precondition, main flow, sub-flows, and alternative flows.

   - Gather user requirements, such as the need for a user-friendly interface, API key for data submission, and server connectivity for project managers.

Phase 2: Development

1. Development Setup and Implementation:

   - Set up development environments for building the Standup Survey Bot application.

   - Implement the client-side interface using React-JS and CSS, allowing users to submit confidence levels via web or app.

   - Develop server-side components using NodeJS to handle post requests, process confidence levels, and interact with the MySQL database.

2. Integration with Existing Tools:

- Ensure seamless integration with existing project management tools to enhance workflow efficiency.

- Implement features for automated notifications and reminders to improve user engagement and adherence to survey submissions.

Phase 3: Testing and Deployment

1. Testing and Quality Assurance:

   - Conduct unit testing to verify the functionality of client-side and server-side components.

   - Perform system testing to validate use cases and ensure proper handling of main flows and alternative flows.

2. User Acceptance Testing and Bug Fixing:

   - Invite users to participate in user acceptance testing to evaluate the usability and effectiveness of the Standup Survey Bot.

   - Address any bugs or issues identified during testing and make necessary adjustments for optimal performance.

Phase 4: Training and Rollout

1. Training Sessions and Deployment:

   - Conduct training sessions for team members and leaders to familiarize them with the Standup Survey Bot features and functionality.

   - Deploy the Standup Survey Bot to a testing environment for further evaluation and feedback gathering.

- After successful testing, deploy the bot to the production environment for live usage by the team.

Phase 5: Maintenance

1. Ongoing Support and Monitoring:

   - Provide continuous support to users for any inquiries or issues related to the Standup Survey Bot.

   - Monitor server performance and uptime to ensure reliable access to the bot for all team members.

   - Implement security patches and updates as needed to address any potential security threats or vulnerabilities.