Handover Checklist and Sign Off:

FIT5120 Handover Package:

We TP31 (Sanchita Reddy, Jiaqi Zhang , Mingrui Ma, Angad Virdi, Chuanqing Sun) acknowledge that we have provided all the handover documents to the studio mentors Omid Pazokian and Alex Shao as mentioned below.

Google drive link: <https://drive.google.com/drive/folders/1UWFGDeH9Unq_uTVkzaGYl7iYE01llJvT>

Folder structure:

1. Monash University Use:
   1. Project Proposal
      1. Lotus Blossom
      2. Industry Mentor Pitch
      3. Customer Journey Map
      4. Empathy Map
      5. Persona
      6. Prototype
      7. Sitemap
      8. Ethic Canvas
      9. System Architecture Diagrams
      10. Other Project supporting documents
   2. Iterations Folder
      1. Iteration 1
         1. Presentation
         2. Iteration Analysis & Design Report
         3. Data Management Plan
         4. Agenda, Minutes and Reflection
         5. Usability Video
         6. Retrospectives
         7. Iteration Project supporting documents
      2. Iteration 2
         1. Presentation
         2. Iteration Analysis & Design Report
         3. Data Management Plan
         4. Agenda, Minutes and Reflection
         5. Usability Video
         6. Retrospectives
         7. Iteration Project supporting documents
      3. Iteration 3
         1. Presentation
         2. Iteration Analysis & Design Report
         3. Data Management Plan
         4. Agenda, Minutes and Reflection
         5. Usability Video
         6. Retrospectives
         7. Iteration Project supporting documents
      4. Other Documents
   3. Code and Database folder
      1. SQL script for database
      2. Final Data Management Plan
   4. Project Support folder
      1. Product video
      2. Expo content
      3. Team Information
   5. Security Folder
      1. Security Plan

1. Handover Documents
   1. Documentation
      1. Product Document
      2. Support Document
      3. Maintenance Document
   2. Code
      1. Backup file

Date: 10/10/2024

Signed By: Sanchita Reddy

Jiaqi Zhang

Mingrui Ma

Angad Virdi

Chuanqing Sun