**Project Initiation Document – IP3 – 2018-19**

|  |  |
| --- | --- |
| **Group Number** | **X** |
| **Names** | |
| **…** | |
| **…** | |
|  | |
|  | |
|  | |
|  | |

**Note – this document must be renamed to:**

**IP3\_Project\_Initiation\_Group\_<TWO-DIGIT-GROUP-NUMBER>.docx**

**Examples:**

**IP3\_Project\_Initiation\_Group\_02.docx**

**IP3\_Project\_Initiation\_Group\_21.docx**

**Please remove this note!!**

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# Introduction

Why you are undertaking the project. The project concept.

# Roles

Discuss the roles to be played by each member of the team. Present this in a table.

# Approaches and Methodologies

## Methodology

Discuss what development methodology you will be using to deliver the project. It is expected that you will utilise an iterative, incremental approach. It is not expected that you use a full-strength industrial approach since this is not required for such a short project.

Justify your selection.

## Team Communications and Document Sharing.

Discuss how you are going to communicate with each other and describe the tools to be used for this.

Discuss the tools selected to manage and share documents.  
Justify all selections.

## Project management

Describe tools used to manage the project.

Justify your selections.

# Design and Development Tools and Technologies

Describe the design tools that you will use.  
Describe the development tools and technologies that you will use.

Justify your selections.

# Project Proposed Milestones

Reference the appropriate appendix.

# Deliverables

Reference the appropriate appendix.

# Project Risks and Mitigations

Introduce the concept of risk and mitigation.

Table of Risks and Mitigations

|  |  |
| --- | --- |
| **Risk** | **Mitigation** |
|  |  |

**Figure 1 Risks and Mitigations.**

# Appendix 1 - Deliverables

Template/examples for Deliverables and Acceptance Tests

|  |  |  |
| --- | --- | --- |
| **Work Area: Weather Visualisation** | | |
| **Feature** | **Acceptance Criteria** | **Delivered** |
| Weather visualisation | The system must include a page that show weather profile for a location in the following format: Overall weather picture: icon Barometric pressure: numeric Etc… | Yes / No / Partial (if partial implementation - please provide list of what works and what does not work) |
| View weather by place name | The user must be able to enter the name of a place and then view the weather profile for that location. |  |
| View weather by place name | The user must be able to enter the name of a place and then view the weather profile for that location. |  |
| Etc… |  |  |
|  |  |  |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| **Work Area: Navigation** | | |
| **Feature** | **Acceptance Criteria** | **Delivered** |
| Menu system 1 | There must be a sidebar menu that includes … |  |
| Menu system 2 | There must be a menu at the page-top that … |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

# Appendix 2 – Milestones

|  |  |  |  |
| --- | --- | --- | --- |
| Task Name / Description | Team member name(s) | Start Date | Completion Date |
|  |  |  |  |
|  |  |  |  |