Work Plan

Interim Deliverables

In our initial report we outlined most of the features of our application that we would deliver by the interim deadline. These features were: Overall framework, ad-hoc grouping and a base for our custom CMS (content management system). These features are those which are most important to us and our client. The idea of ad hoc grouping has always been our USP (unique selling point) and the custom CMS will allow the application to be tailored very easily to individual users and organisations, making it much easier to market and sell our product.

When we started building our application and after conducting further research we discovered that it was possible to link our application to the Cardiff LDAP system. This means that students are able to login to the application using their existing student numbers and passwords without having to go through a registration process. This also then takes some of the pressure off us when it comes to data protection as the storage of data is external to our application and is already part of a secure system. This task took precedence over what we had originally planned for at this stage.

In addition to the application itself we are required to produce this report, the size of our group has allowed us to split the tasks, some group members will work on the application itself while the rest will perform the additional research required for the report.

Interim Tasks

The application has been split into various parts for different group members to work on simultaneously. These parts consist of design, framework, database storage, use case diagrams and creation of a forum. These were identified as the main features of our project that could be created independently and later brought together easily. Our group consists of nine members so this leaves four to work on other tasks. These other tasks consist of work plan creation, design justification, strengths and limitations of our design and legal, social, ethical and professional issues.

Due to the size of our group and the working methodology we have employed it allows us to have multiple milestone at once. The first set of milestones for the interim stage are: LDAP Login, Wireframe designs and a start to the forum.

Not all of our tasks will be required to be complete at this stage of the project, but some of these will take a long time to complete and our group has decided it is best to start work on these now so they are completed well before the final deadline to allow for adequate testing and the creation of the final report.

Future Deliverables

For our final deadline we hope to have successfully implemented the following features:

* Framework
* CMS
* Ad-hoc grouping
* Multiple question style templates
* Students to ask questions via forum
* Voting on questions, most popular appear at top of list
* Cross platform support (prioritise smartphones and tablets)
* Students join lecture room via code
* White labelling
* LDAP Login

Alongside the application we must also prepare a presentation which will include a demonstration of the finished product.

Final Tasks

The features as listed above will form the basis of our task list for the final stages of our project. Once we reach this stage these tasks will be better understood and can either be split further for individuals to cover or approached in pairs or larger groups.

Our first set of milestones for the final project phase are the framework, finalised design and the CMS. The design can then be implemented and the CMS in place allowing for easy user content editing. These will form the backbone of the application and allow for other features to be implemented and tested. We aim to create a fully responsive design allowing for a wide range of mobile and tablet devices to be used. Our next major milestones will be ad-hoc grouping, forum and question templates. As stated previously the ad-hoc grouping is our most important feature and the main stipulation from our client. Once the forum has been completed we will implement the voting system to re order the questions accordingly. When these features are complete we can as our final milestone link the lecturers quiz to the students app. Once all this is completed we can perform any further tweaks and begin our final testing.

Risks and Mitigations

Where these tasks have been split up they can easily be assigned to an individual group member. Once a task has been completed that group member will become free to perform other tasks or to assist other members with larger tasks, these needs will become more apparent as development continues. Working in this modular manner we hope to alleviate the bottleneck that occurs with final implementation. Each feature can be implemented and tested separately upon its completion. This will mean that when the final task is complete everything will already be ready and working as opposed to having to put together everything at the same time at the end of the project. We have also kept tasks that are dependent on a previous tasks completion to a minimum but this is unavoidable in some areas.

This plan comes with inherent risks. We are relying on each member contributing to their own section in good time, this can become very problematic when one task relies on the completion of a previous task. Having the tasks divided among all members of our group also leaves us with the risk of non-completion if a member falls ill or is unable to continue their work for any reason.

To try and mitigate these risks we are relying on a solid communication network between our group members and imposing strict deadlines on tasks, these deadline are documented in our Gantt chart for our project timeline. If a task is not reported as complete by this deadline then we can address this as quickly as possible. We also have a social networking group set up between our members as well as sharing other work via google docs and other online tools. This all serves to allow us to monitor what work has been completed and what else is required to do. If we can see that one section has not been completed we can contact that group member to make sure there are no issues or provide assistance if necessary. Minimising these risks still depends on group members reporting when they come up against issues, as a group we have endeavoured to create a friendly social atmosphere between us to encourage members to talk to us if they have issues and reallocate tasks where necessary.