## Project Management Plan: Requirements Gathering Agent

This plan adheres to the PMBOK 7th Edition guidelines and is based on the provided project context. Due to the length of the provided context, this plan will focus on key elements and will not reproduce all the detailed information already present in the README. A complete plan would require more detailed effort estimations, risk assessments, and resource allocations.

**1. Project Charter:**

* **Project Goal:** Develop and launch a robust, AI-powered tool (Requirements Gathering Agent) that generates comprehensive PMBOK-compliant project documentation from various project sources.
* **Project Objectives:** Achieve 500 weekly downloads within 6 months; achieve 90% user satisfaction; maintain a bug-free operational status for 99% of the time.
* **Project Deliverables:** Fully functional Requirements Gathering Agent software with CLI, documentation, and support materials (including README, tutorials, and API documentation). Word (.docx) and JSON export functionality are core deliverables.
* **Project Stakeholders:** Developers, project managers, business analysts, and clients.
* **Project Sponsor:** [Insert Sponsor Name/Title]
* **Project Manager:** [Insert PM Name/Title]
* **High-Level Budget:** [Insert Budget]
* **High-Level Schedule:** [Insert Timeline - e.g., 6 months]
* **Assumptions:** Sufficient access to Azure OpenAI (or alternative AI providers) and related resources. Availability of competent developers.
* **Constraints:** Budget limitations, time constraints, and potential API limitations of AI providers.

**2. Project Scope Statement:**

The project scope includes the development of the Requirements Gathering Agent software, including its core functionality (PMBOK document generation, multiple AI provider support, enhanced context management, and professional export formats), CLI interface, comprehensive documentation, and initial marketing efforts. The scope *excludes* the development of PowerPoint export functionality (planned for a future release) and integration with specific third-party project management tools (potential future enhancement).

**3. Requirements Management Plan:**

The requirements are derived from the project charter, README file, and other provided documentation. The requirements are categorized as functional (what the system *does*) and non-functional (how well the system *performs*). A formal requirements traceability matrix will be maintained throughout the project. The README file serves as a living document for requirements.

**4. Schedule Management Plan:**

A detailed project schedule (Gantt chart) will be created using a suitable project management tool. The schedule will include tasks, durations, dependencies, and milestones. Agile methodologies (e.g., Scrum) will be employed to manage iterations and sprints. Key milestones include:

* **Milestone 1:** Complete core functionality (PMBOK document generation, CLI).
* **Milestone 2:** Implement enhanced context management.
* **Milestone 3:** Implement Word (.docx) export.
* **Milestone 4:** Launch and initial marketing.

**5. Cost Management Plan:**

The cost baseline will be established based on resource allocation (developer salaries, cloud computing costs, etc.). Regular cost tracking and variance analysis will be performed.

**6. Quality Management Plan:**

Quality assurance will be achieved through unit testing, integration testing, user acceptance testing, and continuous monitoring of the deployed software. PMBOK compliance validation will be a key aspect of quality control.

**7. Resource Management Plan:**

The project team will consist of [Number] developers, a project manager, and potentially a marketing specialist. Resource allocation will be managed using a resource allocation matrix.

**8. Communications Management Plan:**

Regular communication will be maintained with stakeholders through weekly status meetings, email updates, and progress reports.

**9. Risk Management Plan:**

Potential risks include:

* **API limitations:** Changes to AI provider APIs or rate limits.
* **Technical challenges:** Unexpected difficulties in integrating with AI providers or generating specific document types.
* **Market acceptance:** Lower-than-expected adoption rate.

Contingency plans will be developed for each identified risk.

**10. Procurement Management Plan:**

This plan will outline the process for procuring any necessary third-party tools or services (if any).

**11. Stakeholder Management Plan:**

A stakeholder register will be maintained, documenting all stakeholders’ needs and communication preferences. Regular communication and engagement will ensure alignment with stakeholder expectations.

**12. Project Controls:**

Regular monitoring and reporting will ensure the project stays on track. Earned Value Management (EVM) may be used to track progress and identify variances.

**13. Change Management Plan:**

A formal change control process will be established to manage any changes to the project scope, schedule, or budget.

This project management plan provides a high-level overview. More detailed plans for each management area will be developed and refined as the project progresses. The plan will be regularly reviewed and updated to reflect project progress and any changes in the project environment.