Tools Sharing

Supervisor/Dr. Tarek Aly

#	Role	Name	Academic Code
1	Business owner & Project Manager	محمد مجدى عبد المجيد غريب	202201518
2	System Analysis	احمد عادل احمد عبد الغني عيد	202201280
3	Frontend	فوزية جمال عبدالمجيد حسنين أحمد	202201617
4	Data Entry	عادل محمد احمد حسن	202201963
5	Mobile Developer	محمد احمد احمد سليمان داوود	202202333
6	Quality Assurance	امير مجدى حليم عياد	202201278
7	UI & UX	محمد ناجي محمد شاذلي	202201034
8	UI & UX	احمد سيد محمد احمد	202201299

- **10 Questions in Lectures applied in our system and documentation.**

- **We use Firebase because its faster and easier in use, also we didn't need a data base.**

- **Our application is ready to share.**

- **Landing Page Link #** https://tools-sharing-f91a6.web.app/

What is a Project?

- ☐ It is a study.
- ☐ It is a gradual changes (work) to a specific study or to an idea.
- ☐ It measures student's performance within the framework of the group .
- ☐ Student's work is evaluated to his or her contribution to the project work.
- ☐ It must be written to mention changes that have occurred.

The purpose of the "Tools Sharing" application is to provide for users to exchange their unused tools & equipment with others who need them. This application aims at bringing revenue to the owners of the tools & equipment and saving costs for those who need them by renting the tools & equipment through our application.

The application helps to connect tool or equipment owners with people who need them for a short period.

Project Life Cycle   Some of . .. .

1. Project selection (time, expertise of team members) - What is?
2. Distribution of work among team - How?
3. Interaction between team members - How?
4. Co-operation between team members - How?
5. Advising - What?
6. Final product - What?

The scope of this software includes:
- A system that allows tool or equipment owners to list their unused items
- A system that lets renters search, book, and pay for the tool or equipment desired
- User management system
- Admin panel to manage the tool and equipment listings and user activities

---

What is A project manager responsibilities?

- ☐ As a project manager, your responsibilities start with conceptualizing the overall value of a project, which is before a project team is assembled, and end with procuring a roadmap for the future based on the current project's learnings.
- ☐ Team management is only the middle part of your job.

In this guide, we're outlining 5 steps for successfully managing a project team according to the Project Management Institute' the Project Management Body of Knowledge.

A project manager is responsible for the planning, execution, and completion of a project.
They work with a team of people to ensure that the project is completed on time, within budget, and to the required quality standards.
*Defining the project scope
*Creating a project plan
*Managing the project team
*Communicating with stakeholders
*Monitoring the project's progress
*Taking corrective action
*Closing the project

Step 2 - Write a project plan

- ☐ Your goal is to brainstorm ideas and have an estimate of what needs to be done. Project planning is a document where you lay down every phase and activity necessary for delivering the project.
- ☐ Using a project plan, you can determine resource requirements, that is how much time/money/workforce the project needs to be perfectly delivered. A project plan typically includes the following project details:
  - ■ phases of a project
  - ■ activities or tasks in each phase
  - ■ task start and end dates
  - ■ interdependencies between tasks
  - ■ milestones
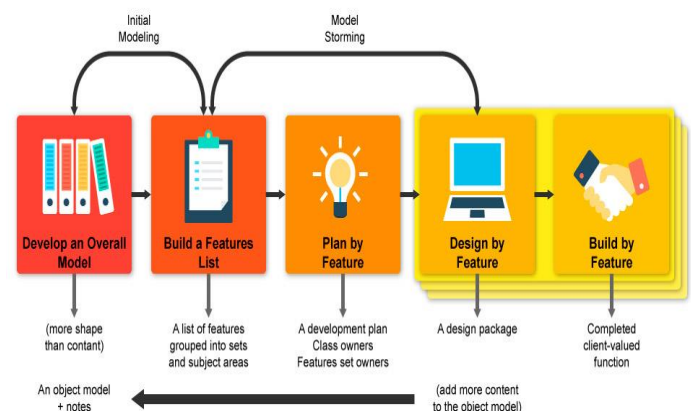
2.2 - Break down phases into tasks

- ☐ How to break your phases into smaller tasks?
- ☐ How many days for your team to complete each task?

- ☐ it's time to break your phases into smaller tasks that take no more than a few days for your team to complete.
- ☐ Repeat the same process on your sub-tasks to make sure every big phase or task is broken into the smallest tasks possible.
- ☐ After doing this, you're able to assign tasks to people in your team and estimate a time scale for each of them.

ID	Feature
1	As a guest, I canRegister on the website in easy way
2	As a member, I canlogin on the website and readyng
3	As a member, I want to find specific tools based on keywords or other criteria.
4	As a member, I want to view my shopping cart and making changes on my order
5	As a member, I want to select my payments for renting tools, with support for various payment methods such as cash or credit cards.
6	As a member, I canadd a tools for sharing, including descriptions, images, and other relevant information.
7	As a member, I want to request to borrow tools from other users.
8	As a member, I want to manage my profile, including personal information and a list of tools I own.
9	As a member, I want to add a reviews and ratings for borrowers and lenders to help build trust within the community.

2.3 - Consult with your team to determine a viable timescale

- ☐ How to make sure you understand your planning horizon?
- ☐ How to make shorter plans if needed and only after achieving a particular goal?
- ☐ How to interrogate your team on their decision for the timescale they've proposed for completing a task. ?

- ☐ You need to consult with your team members to have a more realistic understanding of the resources needed here.

Based on FDD Methodoligy we divided our team into 2 teams,

2.5 - Write a communication plan

- ☐ How do you expect your team to communicate during the project?
- ☐ Who should they reach out to if there are any issues on the way?
- ☐ How do the stakeholders expect you to report progress to them?
- ☐ What are Communication methods?
- ☐ What is the Communication frequency?
- ☐ What is Messages and goals?

- I expect my team to communicate openly and honestly with each other, I also expect them to be respectful of each other's time and opinions.
- If there are any issues on the way, I want my team to reach out to me or the project manager. We are here to help them resolve any problems that they may encounter.
- The stakeholders expect me to report progress to them on a regular basis. I will do this by sending them weekly status updates. These updates will include information on the project's progress
- I will use a variety of communication methods: Email, Project management software, Meetings.
- I will communicate with my team and the stakeholders on weekly and monthly to discuss the results.
- The messages ang goals will be clear, concise, and accurate, I will also make sure that my messages are consistent with the project's goals

3.4 - Measure progress and ensure quality

- ☐ What is the Project Management Body of Knowledge?
- ☐ How do you capture the data from reports, timesheets, and completed tasks, to track the progress against the original plan?
- ☐ How do you analyze the data and finding out where you stand compared to the original plan, Task completion rate, budget spending, and timeline are among the metrics that you need to control according to your original plan?

-The PMBOK is divided into five process groups, Initiating, Planning, Executing, Monitoring and Controlling, Closing
-There are many different project management tools available, we use Trello to organize project tasks.
-To analyze the data and find out where you stand compared to the original plan,
*Variance analysis
*Earned value management (EVM)
Planned value (PV), Earned value (EV), Actual cost (AC)
By measuring progress and ensuring quality, you can help to ensure that your projects are successful.

3.5 - Document bugs in an issue log

In an issue log, include the name of the issue you encountered and a description of it, its priority, the name of the person who reported it, the name of the person who's responsible to resolve it, and the date and time of its reporting and final resolution.

- ☐ How do you make sure these issues are addressed and resolved by the right people?

The steps on how to document bugs in an issue log:

-Identify the issue
-Describe the issue into details
-Assign a priority
-Assign a responsible person
-Track the progress of the issue
-Communicate with the stakeholders

By following these steps, we can help to ensure that bugs are documented and addressed in a timely manner.

Step 5 - Project Closure

Contrary to what most people think, project closure goes beyond simply delivering and launching the final product.
- ☐ Did your team has done QA and performed testing on the deliverables?
- ☐ Did You've delivered the project, and the client has reviewed and approved it?
- ☐ Did the thing you've delivered is live?
- ☐ Are you sure all the possible post-launch bugs and errors are fixed?
- ☐ Are you sure the documents are delivered and signed?
- ☐ Are you sure thet yoy and your team has learned the lessons for future projects?

the steps on how to complete a project closure:
-QA and testing
-Client review and approval
-Launch project
-Post-launch support
-Document and sign
-Learn from the experience
And to ensure the project completed successfully,
*Create a project closure checklist
*Communicate with the client throughout the closure process
*Be flexible and adaptable
*Celebrate our success!