Post-Doctoral Application Management System

Project Management Document

June 19, 2014
Version 1.0
Iteration 1

Prepared for Ms. Cathy Sandis (UP Research Office)
by SoftServe Group

Group members

Kgothatso Phatedi Alfred Ngako (12236731)

Tokologo "Carlo" Machaba (12078027)

Mathys Ellis (12019837)

Change log			
Date	Version	Description	Person
23/05/2014	v 0.0	Created Project Management Document and created project time line	Carlo Machaba
23/05/2014	v 0.1	Added to project time line	Mathys Ellis
30/05/2014	v 0.2	Added to project time line and added July recess work plan	Mathys Ellis

Contents

List of Figures

1 Project Repository

https://github.com/mox1990/Project-Postdoc.git

2 Document description:

This document provides the documenting of how the project will be managed.

2.1 Document purpose:

The Project Management provides the details of how the project will be managed by Software. It will contain the time schedule and the list of tasks that still need to be completed.

3 Project Timeline

Timeline		
Task	Date	Description
User Acceptance Tests	23/05/2014 - 10/06/2014	Create and finalise User Acceptance Tests
API and interface design	30/05/2014 - 12/06/2014	Create the APIs and interfaces to be expected from each use case per the clients specification
Research into possible awe factors for project	30/05/2014 - 24/07/2014	Research into Data mining and 3D interactive user interface in order to add awe to project
Unit and integration tests	12/06/2014 - 05/09/2014	Create unit and integration tests alongside development
Group meeting	20/06/2014	Discuss and finalise july holiday implementation details and tasks
Unit and integration tests	30/06/2014	Initial unit and integration tests per use case is documented
Implementation of functionality	20/06/2014 - 23/07/2014	Create and finalise the back end to beta level before the client demo
Holiday report back 1	04/07/2014	First holiday work report to be completed and sent to Stacy
Holiday report back 2	22/07/2014	Second holiday work report to be completed and sent to Stacy
Beta version is completed	24/07/2014	Beta version is ready and shown to the client
Client Demo 1	25/07/2014	Meeting with the client to demo full beta application and functionality and discuss the requirement of awe factor of project
Implementation of final functionality	26/07/2014 - 15/08/2014	Finalise the front and back end to clients specification before the second demo
Off-line testing phase	25/07/2014 - 14/08/2014	Testing and debugging of beta version.
Client Demo 2	01/08/2014	Meeting with the client to demo any new or improved functionality
Phase one of project completed	14/08/2014	Final version of application according to client specifications is ready to be shown to the client
Second Demo	15/08/2014	Demo 2

Client Demo 3	15/08/2014	Meeting with the client to demo complete functionality and discuss on-line testing phase
On-line testing phase	19/08/2014 - 04/10/2014	Testing with the client and potential end users in order to improve and debug application. To run concurrently with Awe factor implementation
Awe factor Implementation phase	16/09/2014 - 04/10/2014	Complete and improve any functionality and add awe factor elements to project
Client Demo 4	22/08/2014	Meeting with the client to demo any new or improved functionality
Client Demo 5	29/08/2014	Meeting with the client to demo any new or improved functionality
Client Demo 6	05/09/2014	Meeting with the client to demo any new or improved functionality
Fourth Demo	05/09/2014	Demo 4
Client Demo 7	12/09/2014	Meeting with the client to demo any new or improved functionality
Beta version of awe factor phase ready	18/09/2014	The awe factor's beta version needs to be complete
Client Demo 8	19/09/2014	Meeting with the client to demo any new or improved functionality
Client Demo 9	26/09/2014	Meeting with the client to demo any new or improved functionality
Fifth Demo	03/10/2014	Demo 5
October recess	04/10/2014 - 12/10/2014	October recess. Use time to do final touch ups of the system and complete it
Post Doctoral System final version ready	13/10/2014	The system is complete according to client specification and awe factor specification
Client Demo 10	13/10/2014	Meeting with the client to demo the final system and hand it over to her
Project Day Preparation	10/10/2014 - 20/10/2014	Maintenance and preparation for Project day
Project Day	20/10/2014	Project Day and system is presented.

4 July recess work plan

This section describes the SoftServe's group work plan for the July recess.

4.1 Expected work hours

This section documents the expected work hours each member of the SoftServe's group specified they will contribute to the project. There are a total of 5 weeks in the period of 20/06/2014 to 22/07/2014. It should be noted that weekend days are not considered as work days by this plan.

- Mathys Ellis
  - 4 hours per weekday
  - 4 x 5 = 20 hours per week
  - 20 x 5 = 100 hours over period
- Tokologo "Carlo" Machaba
  - 4 hours per weekday
  - 4 x 5 = 20 hours per week
  - 20 x 5 = 100 hours over period
- Kgothatso Phatedi Alfred Ngako
  - 6 hours per weekday
  - 6 x 5 = 30 hours per week
  - 30 x 5 = 150 hours over period

4.2 Division of use cases

This section provides the use cases each of the team members selected to do for the recess work plan. The selection process was as follows Kgothatso Phatedi Alfred Ngako and Tokologo "Carlo" Machaba selected which use cases they wished to do. Lastly Mathys Ellis selected the remaining use cases. It should be noted that the division of the use cases also relate with the expected work hours of each member.

- Mathys Ellis
  1. Post-doctoral fellow-ship management system use cases
  2. Application services use cases
  3. User account management services use cases

4. Grant holder application finalisation service use cases
5. HOD Approval service use cases
6. Dean endorsement service use cases
7. DRIS approval service use cases

- Tokologo "Carlo" Machaba

1. User gateway use cases
2. Application progress viewer service use cases
3. New fellowship application service use cases
4. Application renewal service use cases
5. Referees' report service use cases

- Kgothatso Phatedi Alfred Ngako

1. Report services use cases
2. Notification services use cases
3. Audit-Trail services use cases
4. Archival services use cases
5. Imports and exports services use cases
6. Meeting management service use cases

4.3 Tasks to be completed for each use case

This section lists and describes the tasks that should be completed for each of the use cases specified above.

- Create interface diagram within the Model.eap file. In order to provide the expected APIs for other members, Document this in the Functional requirements document. This must be complete before the 12/06/2014.
- Document initial unit and integration tests in the functional testing document. This must be complete before the 30/06/2014.
- Complete the implementation of the back-end
- If the use case provides a front-end it must be implemented. Document the user work flow and UI design also.
- Develop JUnit tests alongside actual implementations

- Document any extra use case diagrams if new sub services are developed.
- Document any process specification of an implemented functionality.
- Document any additional unit and integration tests while implementing

4.4 Additional tasks

This section lists and describes the additional tasks that should be completed by each member. These revolve around the awe factors that the SoftServe group wishes to implement. The tasks were divided according to the background and skill level of each member in terms of AI and 3D graphics.

- Mathys Ellis
    1. Research webGL and 3D user interfaces
    2. Help with design of interactive UI
    3. Research data mining and neural network techniques
    4. Identify data sources that can be used to gather data.
    5. Provide support in both the AI and 3D related topics.
    6. Editing of documentation
- Tokologo "Carlo" Machaba
    1. Research webGL and 3D user interfaces
    2. Design UI, standard and interactive
    3. Research and develop innovative user interaction mechanisms
    4. Initial documentation of 3D UI awe factor
- Kgothatso Phatedi Alfred Ngako
    1. Research data mining and neural network techniques with regards to evaluation, prediction, background check.
    2. Design viable data mining techniques.
    3. Identify valuable indicators in data.
    4. Identify data sources that can be used to gather data.
    5. Initial documentation of AI awe factor

4.5 Evaluation

In order to control the work flow and monitor each group members performance over the July Recess 2 evaluation reports will created. These reports will document the tasks completed by each member and those not completed yet. As well as any issues with regards to technical or implementation. The first report will occur at the end of week 2 and the second at the end of week 5.

5 Project backlog

- **User Acceptance tests**
- **User Interface Designs**
- **Database designs**
- **Implementation of the system**
- **Offline testing**
- **Live testing**
- **User manuals**
- **Final documentation**
- **Find a server to run to the system on**