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**Introduction**

This document is an updated version of the project plan for the Task Management App. The updates reflect the actual progress made, changes in roles and responsibilities, and the final status of the project. The project has followed an Agile approach, allowing flexibility in development and addressing issues as they arose. This plan outlines how the project was successfully developed, tested, and prepared for deployment.

**Project Organization**

Throughout the development process, the team collaborated to deliver the Task Management App. Negin focused on the coding, testing, and design of the application, ensuring that all technical aspects were addressed. Other team members contributed to documentation. The adjustments were made as needed to complete the project efficiently.

**Risk Analysis**

Several risks initially identified in the project plan were encountered during the development phase. For example, communication delays were a minor challenge but were managed by proactively scheduling meetings and clarifying task assignments. This helped maintain project momentum despite some hurdles. Technical risks, such as integrating all features within the set timeline, were mitigated by regular testing and code reviews.

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| --- | --- | --- | --- | --- | --- |
| Risk ID | Risk Description | Likelihood | Impact | Mitigation Strategy | Status |
| R1 | Delays in communication | Medium | Medium | Regular scheduled meetings and GitHub collaboration. | Managed |
| R2 | Scope creep (removing some features) | Medium | Medium | Prioritized essential features to stay on schedule. | Managed |
| R3 | Bugs and errors in the application | Medium | High | Continuous testing and debugging throughout coding. | Managed |
| R4 | Technical challenges (dark mode issues) | Medium | Medium | The dark mode feature was not fully resolved, requiring further enhancements in future versions. | Unresolved |

**Hardware and Software Requirements**

## Hardware Requirement

* Windows Computer
* Monitor
* Keyboard and mouse

## Software Requirement

* Operating system – Windows
* Development Tools:
  + Python: Programming language for application development
  + Tkinter: GUI toolkit for creating the user interface
  + Visual Studio Code: IDE for coding, debugging, and development
* Database:
  + SQLite: Lightweight database for local storage of task data
* Version Control:
  + Git: For version control and collaboration
  + GitHub: For hosting the repository

**Work Breakdown**

The work breakdown structure has been updated to reflect the completion of key tasks:

* Coding: All development of the application, including implementing task management features, creating a user interface, and incorporating light/dark mode options, was completed by Negin.
* Testing: Testing was done continuously throughout the development phase to ensure the application’s stability and functionality. Any issues discovered were addressed promptly.
* Documentation: Team members contributed to various documentation tasks, including meeting minutes, user documentation, and the project presentation.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Task ID | Task Description | Assigned To | Status | Notes |
| 1.0 | Project Planning | Negin | Completed | Initial planning and organization of tasks. |
| 2.0 | Project Design | Negin | Completed | Designed app architecture, interface, and database structure. |
| 3.0 | Coding - Task Management Features | Negin | Completed | Implemented add/edit/delete task functionality. |
| 4.0 | Coding - Light/Dark Mode | Negin | Completed | Integrated theme switching feature. |
| 5.0 | Testing | Negin | Completed | Continuous testing during and after coding. |
| 6.0 | Documentation | Team | Completed | User documentation, meeting minutes, and project plan updates. |
| 7.0 | Project Presentation | Negin | Completed | Prepared the PowerPoint for submission. |

**Project Schedule**

The project timeline has been updated to reflect actual completion dates. While most milestones were met on time, a few delays in communication caused slight shifts in the schedule. However, the project was completed by the deadline through effective time management and collaboration.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Milestone | Planned Date | Actual Date | Status | Notes |
| Project Design Completed | Sept 16, 2024 | Oct 3, 2024 | Completed | Initial design phase completed as planned. |
| Coding Completed | Oct 6, 2024 | Oct 11, 2024 | Completed | Slight delay due to changing some features. |
| Testing Completed | Oct 12, 2024 | Oct 11, 2024 | Completed | Testing ran concurrently with coding. |
| Documentation Completed | Oct 13, 2024 | Oct 12, 2024 | Completed | All documents finalized. |
| Final Presentation | Oct 13, 2024 | Oct 11, 2024 | Completed | PowerPoint scheduled for submission on time. |

**Monitoring and Reporting Mechanisms**

The team used a combination of GitHub and regular meetings to monitor progress. While there were some delays in communication, the team was able to coordinate successfully by maintaining clear task assignments and timelines. Progress was tracked using GitHub for version control, and any issues were discussed in team meetings to ensure they were resolved efficiently.

**Appendix**

The updated project schedule, task breakdown, and meeting notes are attached in the appendix for further reference.