

Music Use for People with Dementia : Project Plan

KS1908

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Executive Summary

The main purpose of this project plan is to outline all of the activities that need to be completed to achieve the expected outcomes of the project. This project plan includes an introduction which defines the scope of the project as well as outlines the project overview. A summary of our team's strengths and weaknesses associated with the areas of mobile application development, programming and documentation revealed that Jordan will be responsible for the development of the database/ back end software and Caitlin and Alex will develop the user interface/ front end software. A Work Breakdown structure has been included to detail each of the projects 4 major implementations - Media Player, Account Management, Storage Via Database and Guides.

Included in this plan is also the details of our project meetings amongst the team, with the supervisor and with the client, outlining how often we meet, the number of planned meetings and the meeting details (planned length, time, location). This plan also includes any recognised current or potential issues associated with the project management such as disputes or communication issues between the team or client and any situations or risks to the project development. Major project milestones are listed along with their planned completion date and the team member responsible for managing its completion.

Key milestones include the completion of project documentation, having a working prototype of the mobile application by 30/8/19 and having the final system complete with handover documentation on the 18/10/19. The individual tasks section includes a detailed breakdown of these milestones, outlining specific aspects of the documentation and systems that will be created and implemented. These tasks are assigned a team member responsible for their completion and a start and completion date.

Introduction

This project involves the development of a mobile application that provides carers, health workers and family members with information and a guide on how to use music as a treatment for people with dementia. We understand that people who suffer from dementia benefit from music as it can help to improve their mood, empower them with a feeling of control and balance, manage stress levels and can be used as a tool to deter negative reactions and also initiate positive interactions with people and the world. The purpose of this project is to create the required application, with all the required features and functions so that the client and members of their organisation can use it to treat dementia patients.

This document has been produced by the team of Western Sydney University students developing the application (Alexander MacKay, Caitlin Colin-Thome & Jordan Su), with assistance from their supervisor (Jonathan Wiegthman), to deliver a comprehensive and detailed report outlining the plan for the project. This includes any recognised current or potential issues associated with the project management, the identified milestones in the development of the mobile application, a list of individual tasks and associated aspects (start date, completion date, ect.) and a summary of our planned meetings with the client, supervisor and amongst ourselves.

Group Milestone Plan

Milestone	Main Responsibility	Planned Date	Actual Date
Project Plan	Alex MacKay	08/08/19	08/08/19
Project Proposal	Caitlin Colin-Thome	16/08/19	TBD
Login/Register System for Mobile App	Jordan Su	20/08/19	TBD
User Guide implementation	Alex MacKay	23/08/19	TBD
Surveys and Questionnaires	Alex MacKay	25/08/19	TBD
Song Tempo and Mode Definitions	Caitlin Colin-Thome	28/09/19	TBD
Working Prototype	Jordan Su	30/08/19	TBD
Systems Analysis and Design Report	Caitlin Colin-Thome	13/09/19	TBD
Songs System for Mobile App	Jordan Su	20/09/19	TBD
Application of GUI Specifications	Alex MacKay	23/09/19	TBD
Final System Complete	Jordan Su	23/09/19	TBD
Testing of Mobile App	Caitlin Colin-Thome	04/10/19	TBD
Handover and Completion Report	Caitlin Colin-Thome	18/10/19	TBD
Final Presentation	Team	25/10/19	TBD
Project Abstract and Video	Team	25/10/19	TBD

Planned Meetings

Meeting Type	Length	First Meeting	How Often	Number of Meetings Planned	Location & Mode
Client	30 - 60 mins	7/8/19	Every Wednesday at 17:00	12	Online meeting using Zoom
Group	30 - 60 mins	25/07/19	Every Thursday at 17:00	14	Online meeting using Discord
Supervisor	30 - 60 mins	30/07/19	Every Tuesday at 17:00	14	Face to face at Kingswood library

Project Management Issues / Risks

No.	Issue / Risk	Resolution / Action
1	Team members are out of practice on mobile application programming	Revise previous mobile applications unit content. Research mobile applications programming to refresh.
2	Caitlin and Alexander are not familiar with Github	Jordan can teach them how to use Github. Video on VUWS.
3	Client responsiveness is too slow	If responses are too delayed discuss with supervisor
4	A project scope increase beyond possible completion (Scope creep)	Understand our capabilities and be prepared to say no to additional tasks
5	Team disputes and conflicts	Attempt to find a compromise, contact supervisor individually or as a team for assistance
6	Development halts due to lack of understanding of how to implement an aspect of a system	Contact supervisor who will provide relevant resources, address the issue at the next meeting
7	Lack of accountability / No one responsible for certain project aspects	Assign main responsibility for project aspects, refer to that member for progress updates and if any issues occur (see Group Milestone Plan)
8	Lack of relevant resources (Server, database, ect.)	Contact supervisor for guidance, these resources can be obtained through provided contacts
9	Project stops/falls behind due to unforeseen circumstances (software being used has downtime for maintenance, client is unresponsive about critical inquiry, etc.)	Ensure a log is kept to detail all records of project progression and any temporary pauses/stops and the cause. This may need to be reviewed is project completion is affected.

Group Strengths & Weaknesses

Name	Programming Languages	Programming Confidence	Mobile Application Development Confidence	Report Writing Confidence
Caitlin Colin-Thome	C++, Java	6/10	7/10	9/10
Alexander MacKay	C, C++, Java	6/10	8/10	9/10
Jordan Su	C, C++, C#, Java, Python	9/10	9/10	7/10

After some discussion with our supervisor, we've decided that Caitlin and Alexander are more suited for designing and implementing the front end (user interface), while Jordan is more suited to developing the back end (data processing).

Individual Task List

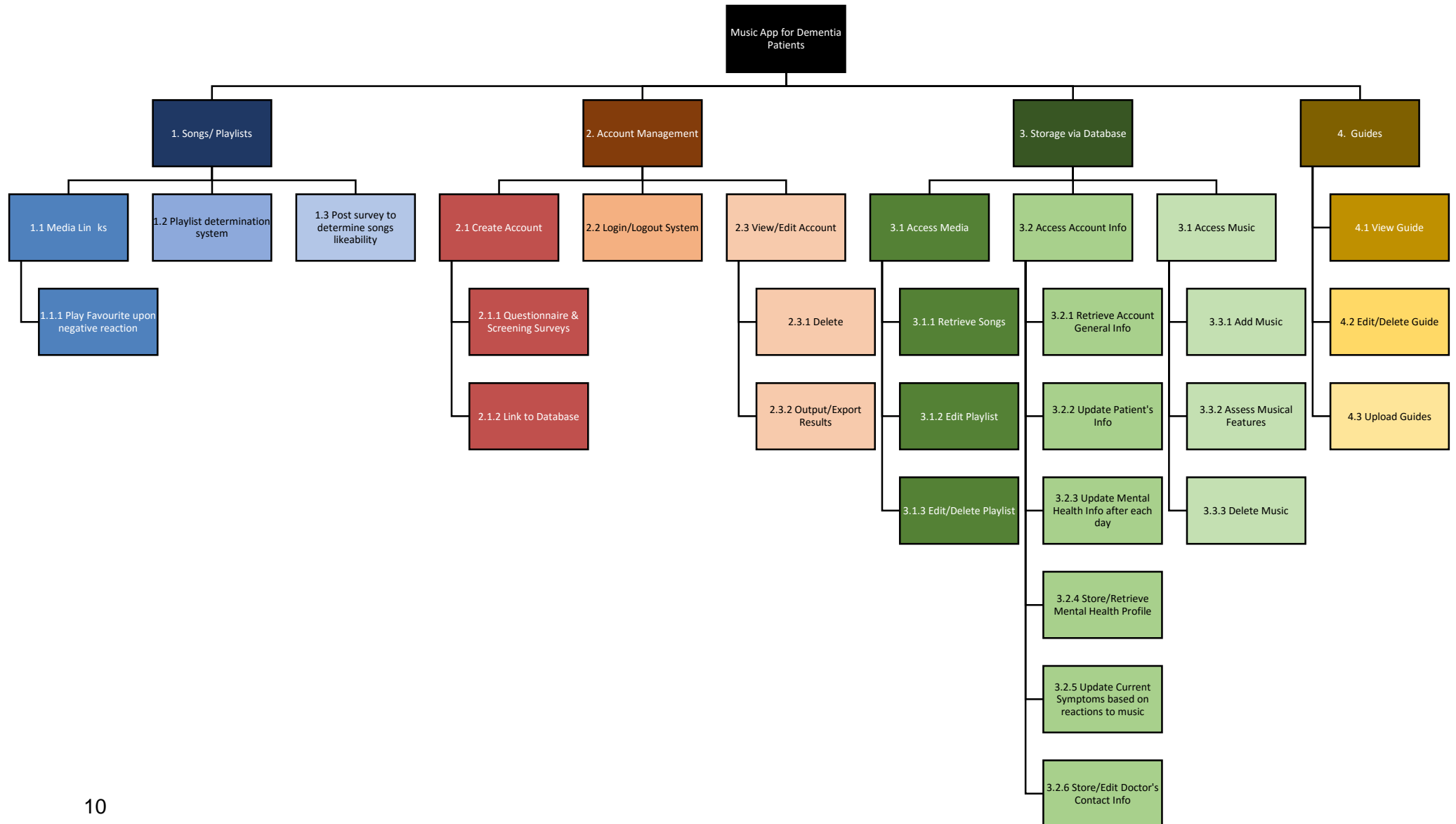
Team Member: Caitlin Colin-Thome				
Task	Phase/Deliverable	Start Date	End Date	Complete (%)
Gantt Chart for Project Plan	Planning and Project Management	26/7/19	26/7/19	100%
Work Break-down Structure for Project Plan	Initial Project Planning Report	2/8/19	5/08/19	100%
Professionalism of the Project Proposal (Title page, Introduction, executive summary, ect)	Project Proposal Report	6/8/19	16/08/19	0%
Project Approach for Project Proposal	Project Proposal Report	6/8/19	16/08/19	0%
Systems Analysis and Design Report	Analysis Phase	31/08/19	13/09/19	0%
Handover and Completion Report	Project Wrapping Up and Other Assessments	4/10/19	18/10/19	0%
Defining Songs Tempo/Mode	Prototype	9/8/19	20/08/19	0%
GUI for User Login Page (Carer and Client)	Prototype	9/8/19	20/08/19	0%
App Testing	Prototype	9/8/19	20/08/19	0%
Project Abstract and Video Development	Final Presentation	18/10/19	25/10/19	0%

Team Member: Alexander MacKay				
Task	Phase/Deliverable	Start Date	End Date	Complete (%)
Professionalism of the Project Plan (Title page, Introduction, exec summary)	Initial Project Planning Report	1/8/19	6/8/19	100%
Project Management Issues & Individual Task List for Project Plan	Initial Project Planning Report	1/8/19	6/8/19	100%
Key Personnel & Stakeholders	Project Proposal Report	6/8/19	16/08/19	0%

Quality Assurance and Legal Considerations for Project Proposal	Project Proposal Report	6/8/19	16/08/19	0%
Surveys (APDIX 1,3,4) and Small Questionnaire	Prototype	9/8/19	30/08/19	0%
Inserting the Guide (PDF) (Tabs for APDIX)	Prototype	9/8/19	30/08/19	0%
User Interface for Mobile Application	Prototype	9/8/19	30/08/19	0%
Slides and Other Materials for Final Presentation	Final Presentation	18/10/19	25/10/19	0%

Team Member: Jordan Su				
Task	Phase/Deliverable	Start Date	End Date	Complete (%)
Google Drive Folder/Documents Set-Up	Planning and Project Management	25/7/19	25/7/19	100%
Github Set-Up	Planning and Project Management	25/7/19	25/7/19	100%
Group Milestones and Strengths & Weaknesses for Project Plan	Initial Project Planning Report	27/7/19	3/8/19	100%
Functional Requirements & Non Functional Requirements	Project Proposal Report	6/8/19	16/08/19	0%
Database for Users (Carers and Patients) (CRUD)	Prototype	9/8/19	30/08/19	0%
Storage of Survey results (Pre and Post)	Prototype	9/8/19	30/08/19	0%
Display of Stored Results	Prototype	9/8/19	30/08/19	0%
Mobile Application Demonstration (Leader)	Final Presentation	18/10/19	25/10/19	0%

Work Breakdown Structure



Conclusion

Dementia sufferers reap many benefits from music such as the facilitation of improvements in brain functionality, empowering of the patient as they gain feelings of control, general mood improvements, assistance in coordinating motor movements, management of stress levels and many others. This project involves the development of a mobile application that provides carers, health workers and family members with information and a guide on how to use music as a treatment for people with dementia.

The purpose of the project is to create this application with all the required features and functions so that the client and members of their organisation can use the application to view their patients records, statistics and reactions to the music. This document outlined any identified current or potential issues associated with the project management, the recognised project milestones in the development of the mobile application, a list of individual tasks for each team member and the tasks relevant details (start date, completion date, ect.) and a summary of our planned meetings with the client, supervisor and amongst the project team.