RAONz

Handong Team Meeting Archiving and Exchange Web Platform

CRAISELION

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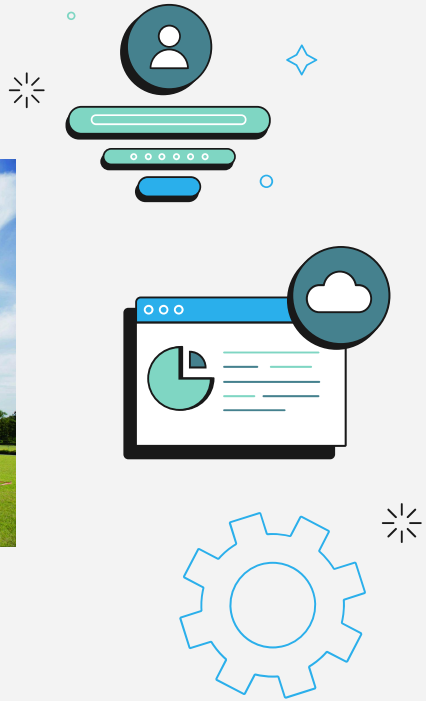
Introduction

Handong Team Meeting

Handong RCs

Handong University hosts a variety of Residential Colleges (RCs), within which numerous team meetings are regularly held. These meetings play a crucial role in fostering community formation and interaction among students. **However, the current system faces several significant challenges.**



https://www.hgupress.com/news/articleView.html?idxno=6151

Problem Definition

- **Insufficient communication within and between teams and RCs at Handong University** inhibits the establishment of a community-focused culture, hindering overall development.
- **Lack of guidance for team leaders** results in leadership and management challenges, diminishing the efficiency and effectiveness of team activities, and reducing student engagement.
- **Inadequate preservation of materials and information** from team meetings due to the absence of a proper archiving system poses significant obstacles to long-term project management and material reuse.

RAONz: Handong Team Meeting Archiving and Exchange Web Platform

We propose a web platform to address the communication challenges within and between teams or RCs at Handong University, **facilitating exchange and preserving meeting materials.**

This platform will support the student support team and team executives in **fostering a stronger team culture and developing leadership skills university-wide.**

RAONz: Overall Project Estimation

- **Duration:** About 2 months (2024.03.24 ~ 2024.06.06)
- **Estimated Budget:** Approximately 4,000,000 won
- **Number of Participants:** 5 people
- **Scale of Use:** More than 2000 individuals
  (Mainly Handong Team Meeting Participants)

Project Description

Document upload feature	Provides the ability to upload and store all materials generated during team meetings.
Login system	Allows easy login via Google login, with three types of permissions: system administrator, student service team, and student.
Bulletin board feature	Offers a bulletin board format for sharing information and facilitating interaction between teams, including team meeting matching service.
Team meeting matching service	Make a matching system to encourage communication between and within RCs.
Information dissemination page	Provides a page for efficiently disseminating important information related to team meetings.
Tag-based document search feature	Offers the ability to search for documents using tags and easily find the required information.
Security	Thorough system construction is necessary for the security of user information and data.
UI/UX	Consideration should be given to intuitive and user-friendly UI/UX that allows users to conveniently utilize the platform.
Scalability	The system design should consider scalability to easily accommodate additional features in the future.

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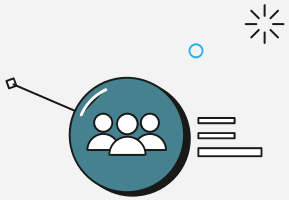
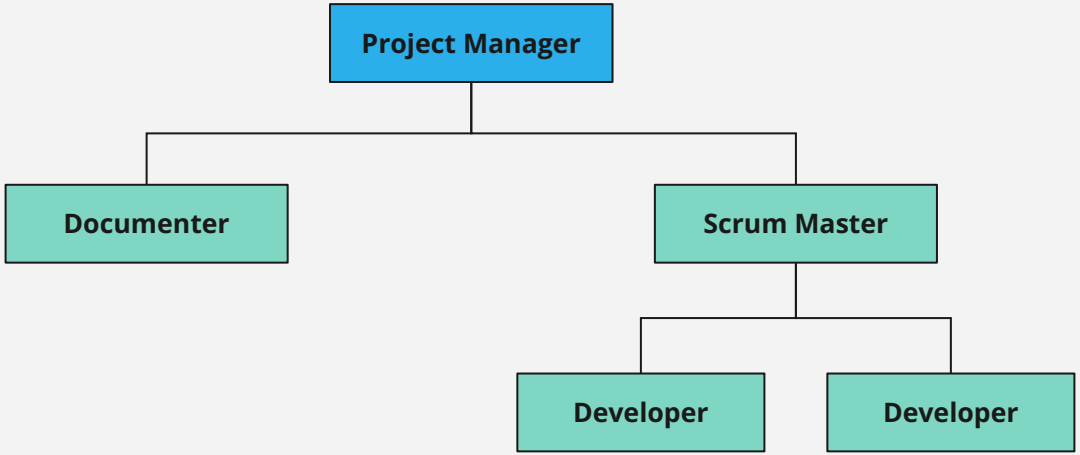
Project Organization

Project Organization





Project Organization

Name	Email	ID	Role
Seokjae Ma	21800239@handong.ac.kr	21800239	Project Manager
Donggyu Kim	22000063@handong.ac.kr	22000063	Scrum Master
Sechang Jang	21900628@handong.ac.kr	21900628	Documenter
Junhyeok Choi	21900764@handong.ac.kr	21900764	Developer
MinSeo Lee	22100503@handong.ac.kr	22100503	Developer

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Risk Analysis

Risk Analysis

Risk	Probability	Effects
Stakeholder Understanding: Misalignment between the expectations of stakeholders (Student Support Team, Students) and the actual functionalities provided by the platform	Moderate	High
Technical Implementation: Difficulty in implementing complex features such as the team meeting matching service or tag-based document search.	High	Moderate
Data Security: Breach of user information or unauthorized access to documents uploaded on the platform.	Moderate	High

Risk Analysis

Risk	Probability	Effects
User Adoption: Low user adoption due to unfamiliarity with the platform or resistance to change.	Moderate	High
System Reliability: Platform downtime or technical glitches affecting access to critical information or functionalities.	Moderate	High
Regulatory Compliance: Failure to comply with regulatory requirements related to data privacy and security.	Low	High
Resource Constraints: Insufficient resources (time, budget, expertise) allocated for the development and maintenance of the platform.	Moderate	High

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Hardware and software resource requirements

Hardware Resource Requirements

- **Server: A stable and scalable server is required.**
  - Storage: More Than 100GB SSD or HDD space
  - 400,000 won monthly

- **Network: A fast and reliable network connection is necessary.**
  - High-speed and stable internet connection (recommended: 100Mbps or higher)
  - Network protection through firewalls and security solutions

- **Backup Solution: Regular backups are essential to prevent data loss.**
  - An automated backup system should be configured.

https://www.ncloud.com/product/compute/server?region=KR#price

Software Resource Requirements

- **Web Server: A web server is required for hosting the web application**
  - Node.js
  - Spring Boot

- **Database: An efficient database system is necessary for data management**
  - MySQL

- **Programming Languages and Frameworks: For developing and managing the web application:**
  - Programming languages: Java, Java script, etc.
  - Web frameworks: React, Spring Boot etc.

- **Security Solutions: Security solutions are required for data protection and user security, including:**
  - SSL/TLS certificates
  - Web application firewalls and intrusion detection systems (IDS)
  - User authentication and authorization management systems

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Work breakdown

Work Breakdown

- **1.0 SPECIFICATION**
  - 1.1 Project Scope Definition
  - 1.2 Requirement Definition
  - 1.3 Scheduling
  - 1.4 Risk Analysis
  - 1.5 Project Feasibility
  - 1.6 Project Plan

Work Breakdown

- **2.0 DESIGN**
  - 2.1 Delivery Platform Selection
  - 2.2 Development Tools and Languages Selection
  - 2.3 Component Architectures
  - 2.4 System Modeling
  - 2.5 Storyboard
  - 2.6 Database Design
  - 2.7 Interface Design

Work Breakdown

- **3.0 SYSTEM IMPLEMENTATION**
  - 3.1 Database Implementation
  - 3.2 Interface Implementation
  - 3.3 Technical Documentation
  - 3.4 Project Plan Updates

Work Breakdown

- **4.0 TESTING**
  - 4.1 Component testing
  - 4.2 System Testing
  - 4.3 User Testing
  - 4.4 System Refactoring
  - 4.5 System Deployment
  - 4.6 Test the product
  - 4.7 Store the versions of the product

Work Breakdown

- **5.0 PROJECT CLOSE-OUT**
  - 5.1 Release Notes
  - 5.2 Packaging
  - 5.3 Product Support

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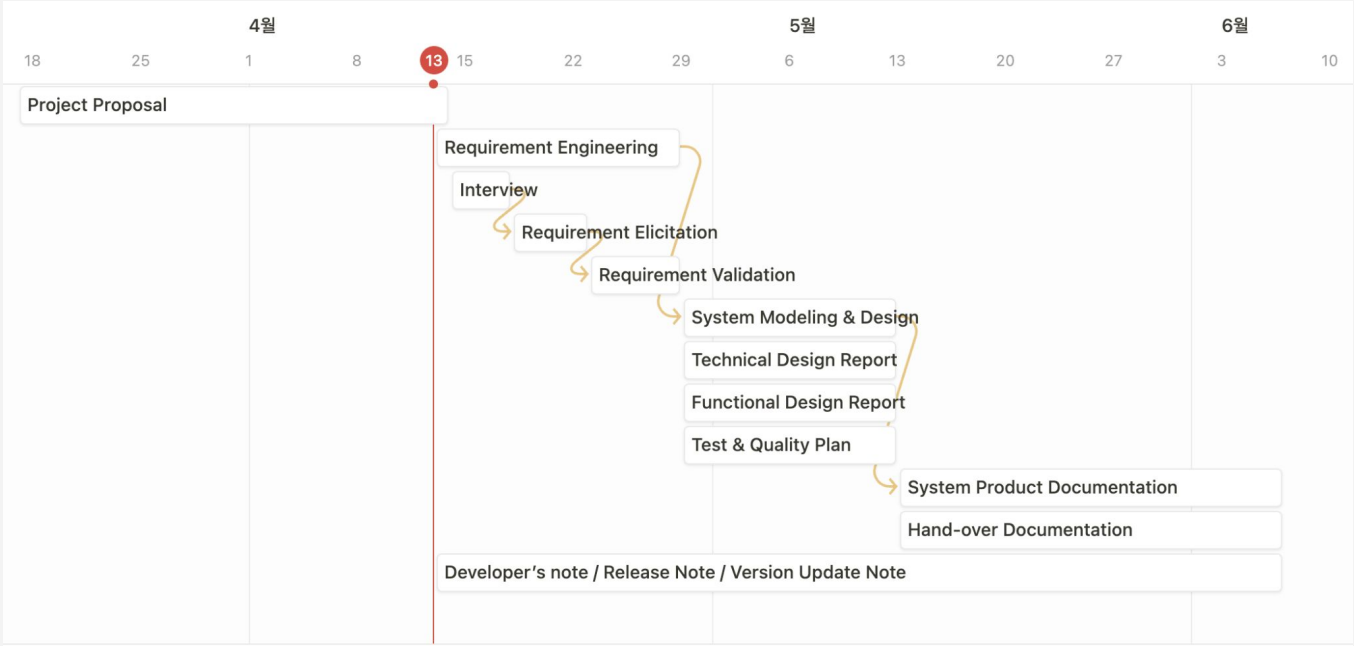
Project Schedule

Documentation Schedule

Lead by Sechang Jang & Minseo Lee

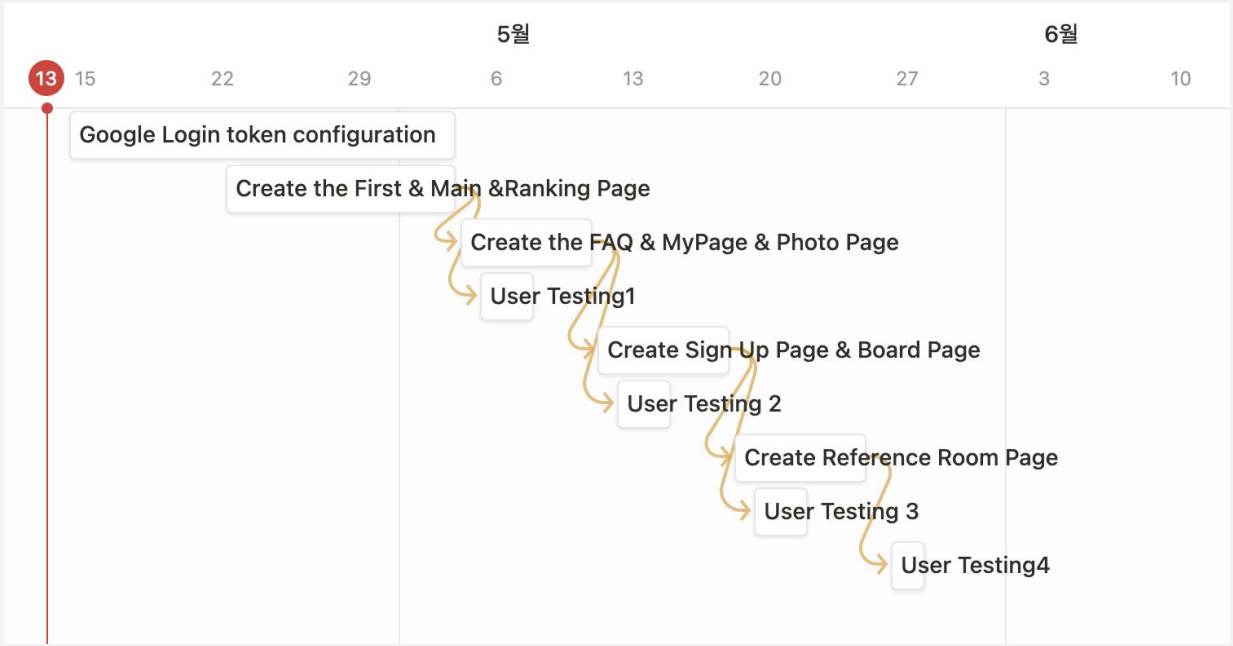


Design Schedule

Lead by Donggyu Kim

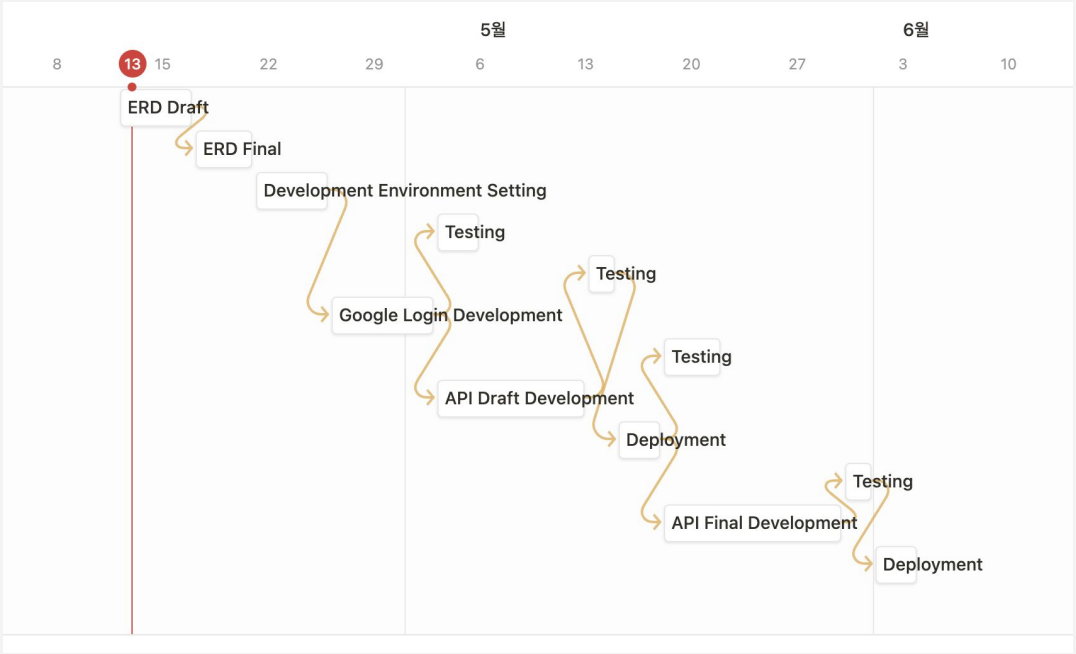
Front-End Schedule

Lead by Seokjae Ma & Minseo Lee



Back-end Schedule

Lead by Junhyeok Choi & Donggyu Kim



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Monitoring and reporting mechanisms

Monitoring and reporting mechanisms

Section	Report	Report Contents	Report Cycle	Participant
Initiation report	PM	- Project Scope of Work - Project Plan - Project Management Plan - Customer Requirements Analysis	First 2 weeks	All team
Development Report	Scrum Master	- Risk factors and countermeasures that occurred this week - Changed requirements and timelines - Announcements	Once in 2 weeks	

Monitoring and reporting mechanisms

Section	Report	Report Contents	Report Cycle	Participant
Weekly Report	PM	- Risk factors and countermeasures that occurred this week - Changed requirements and timelines - Announcements	Weekly - Thursday 14:30	All team
	PM	- Weekly Development Performance - Report Results of Tasks Performed - Plan next week		
	Scrum Master	- Weekly Design Progress - Design Action Plan for Next Week		

Reporting: Documentation & Products & Presentation

Report	Report Date	Contents
Proposal	April 21	Document for initial proposal of the project. Includes necessary plan sections.
Requirements	April 28	Document through requirement engineering process. Should specify User/System requirements
System Modeling & Design	May 12	Document for System modeling & Design. Through this documents it will be easier to analyze the expected product.
Software Product	June 6	Final product of the project. The product should be a completed Web site with all the necessary functions developed.
Final Presentation	June 9 or June 12	Presentation for the final product of the project.

Thanks!

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