Milestone 1 – Team 13

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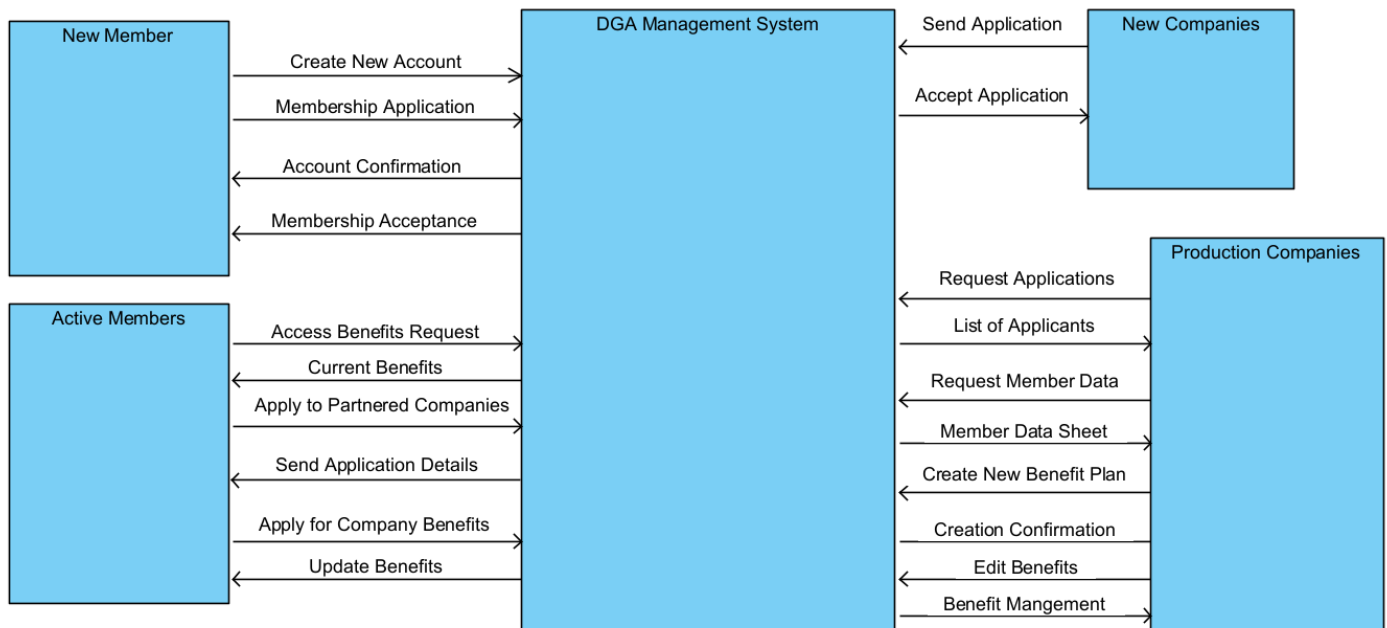
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Introduction

- We are a small group of software developers looking to develop a membership management system for the Director's Guild of America (DGA) union.
- We wish to develop a system that allows DGA members to apply for/manage their memberships to the DGA.
- We will also develop methods for production companies to apply for DGA sponsorships to recruit members within and DGA and have them receive benefits.

Project Vision Statement

For DGA members who need a method to manage their memberships with the DGA, the DGA Management System is a digital management system that streamlines the application process for members and production companies. Unlike traditional paper methods, the DGAMS will offer quicker application response times and connect companies with eligible members more efficiently. Our Product will allow members to receive their necessary benefits with ease while connecting them with production companies that seek to improve their working conditions.

Context Diagram

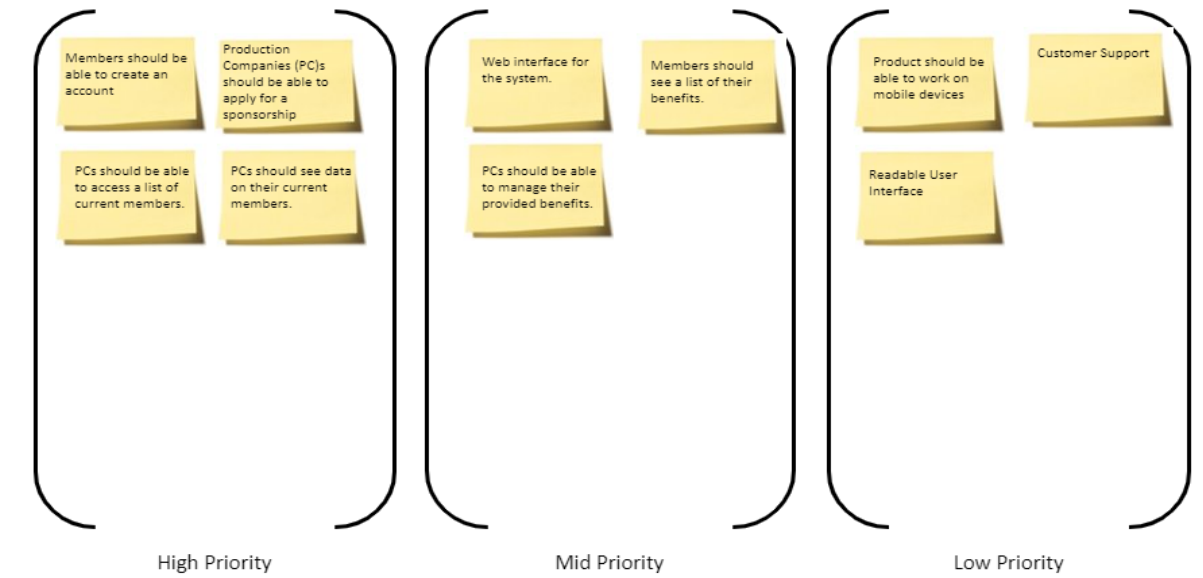# System Requests

- Project Sponsor:
  - The Directors Guild of America
- Business Need:
  - For Members
    - Streamlined method of application to the union.
    - Ease of management of one's membership.
    - Connections to eligible production companies to receive benefits.
  - For Production Companies
    - Ease of communication between members and production company.

- Provide a list of eligible applicants for hire.
- Provide members with necessary benefits.
- Business Requirements:
  - For Members
    - Create/apply for a membership account.
    - Check membership and eligibility status
    - Access/redeem benefits.
    - Access to DGA provided support.
    - Enroll in health and pension plans
  - For Production Companies
    - Apply to become a Signatory Company for DGA members.
    - Access a list of current members.
    - Network with current members and offer unionized positions
    - Access to necessary data.
- Business Values:
  - Tangible
    - Increased exchange of information between the companies and members.
    - Reduction in paperwork
      - Physical mail such as pension plan booklets and the DGA Plans Enrollment Questionnaire are no longer needed, they will be sent through email
      - Newsletters and informational letters will be sent by email
    - Increase in union members.
  - Intangible
    - Increased satisfaction among members.
    - Streamlined application process.

- ■ Better public perception from union sponsorships.
- Special Issues or Constraints:
  - o The system should function digitally.
  - o Members will access their information fully online.
  - o The system should be scalable to accommodate an increase in members because of ease of access.
  - o The system should be compatible with mobile devices as well as web browsers.

Product Roadmap

Product Roadmap: [DGA Team 13]

High Priority

- Members should be able to create an account
- Production Companies (PC)s should be able to apply for a sponsorship
- PCs should be able to access a list of current members.
- PCs should see data on their current members.

Mid Priority

- Web interface for the system.
- Members should see a list of their benefits.
- PCs should be able to manage their provided benefits.

Low Priority

- Product should be able to work on mobile devices
- Customer Support
- Readable User Interface

Product Backlog

Order	ID	Item	Type	Status	Estimate
1	The members should be able to access benefits from sponsors.				
	111	As an applicant, I want to create an account so that I can apply for DGA membership so I may receive benefits.	Functional	Not Started	3
	112	As a member of the DGA, I want to access my current benefits package so that I may know what I am entitled to as a member.	Functional	Not Started	3
	113	As a member of the DGA, I want to be able to request new benefits from my sponsor so I may reserve the right to request benefits.	Functional	Not Started	5
	114	As a member, I want to be able to transfer my benefits from one sponsor to another, so they remain when I am required to change companies.	Functional	Not Started	8
	115	As a member, I want to be able to delete my account from the database, so I may choose to join another organization.	Functional	Not Started	2
2	The sponsor should be able to recruit and manage members.				
	121	As a sponsor, I want to create an account so we may begin to manage the benefits of our members.	Functional	Not Started	3
	122	As a sponsor of the DGA, I want to view a list of my current members within my	Functional	Not Started	2

		company so that I may view/manage these members.			
	123	As a sponsor, I want to be able to recruit members within the DGA who have not been assigned a sponsor so we can expand our company.	Functional	Not Started	5
	124	As a sponsor, I want the ability to remove members from our sponsorship in necessary instances so that we may have control.	Functional	Not Started	2
3	Users should be able to access profile information including their email, username, phone number, and other user specific data.				
	131	As a user of the software, I would like to be able to quickly pull up profile information the system has stored on me.	Accessibility	Not Started	5
	132	As a user I would like to be able to send my profile information to the product company.	Accessibility	Not Started	2
	133	As a user I would like to be able to request my information sent to other sponsors, and users.	Functional	Not Started	2
4	A user should have easy access to help within the system such as customer support, and support forums.				

	141	As a user of the system, I would like customer support so I may receive help with my account if necessary.	Accessibility	Not Started	3
	142	As a user I would like to be able to easily communicate with other users about issues that I'm having within the system.	Accessibility	Not Started	5
5	Sponsors should be able to manage the benefits of their members.				
	151	As a sponsor, I want to be able to add benefits to our list of members so they may receive their benefits.	Functional	Not Started	3
	152	As a sponsor, I want to be able to remove benefits from members in the necessary instances where those plans aren't feasible.	Functional	Not Started	3
	153	As a sponsor, I want to have the ability to respond to requests for new plans so my members can remain satisfied with their sponsorship.	Functional	Not Stated	5
6	The system's web interface should be readable and accessible to all users.				
	161	As a user of the system, I want the website to have a readable UI, that way I can use the website more easily.	Accessibility	Not Started	5
	162	As a user I would want quick response times from the system per my request	Performance	Not Started	3

	163	As a sponsor, I want an intuitive management UI so that I can easily manage a large quantity of members.	Accessibility	Not Started	8

Team Retrospective

- Planning
    - The team worked together to finish single tasks efficiently.
    - The team used designated meeting times.
    - The team worked together outside of designated meeting times to accomplish certain goals.
- Monitoring
    - The team communicated ideas to each other, and opinions on certain tasks efficiently.
    - Each member contributed to each portion of the project evenly
- Evaluation
    - The plan to implement the new system for the DGA was prepared in a well-constructed manner.
    - Each member needs to split the work more to decrease the time it takes to complete a task
- Plan of Action
    - Communicated designated meeting times so that there are no scheduling conflicts can be improved upon.
    - The DGA system needs to be further refined to provide the best serve for companies, and members.
    - Divide up the individual components of the system then work them together, so they connect and work together.