PROJECT DOCUMENTATION

**PROJECT BRIEF**

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| **Project: Designing a Management System for Chandrika Agri Centre** |  |
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| **PRINCE2** |  |
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# 2 Table of Contents

### 1 Project Brief History

1.1 Document Location

1.2 Revision History

1.3 Approvals

1.4 Distribution

### 2 Table of Contents

### 3 Purpose

### 4 Background

### 5 Project Definition

### 6 Outline Business Case

### 7 Customer’s Quality Expectations

### 8 Acceptance Criteria

### 9 Any Known Risks

# Project Brief

## 3 Purpose

Chandrika Agri Center is currently a emerging manufacturer & provider of fertilizer in Sri Lanka, which is a stern pillar in building the economical infrastructure of any country. Currently as it stands, in 2019, the company consists of several segmented processes handled by about 25 employees and a corporate team for the administrative task performances.

With the budding of the company and upscaling being prominent at the time of concern, the management sector pertinent to performing administrative functions is in need of a control system in place to avoid complications and efficiency compromises that are potentially viable for any emerging company.

This is where the project team led by the project manager would step in, by offering to implement a software solution to monitor the systematic flow of work within the company relevant to the process of manufacturing as well as employee evaluation. This will include relevant components for these management purposes and will enable Chandrika Agri Centre to move forward in the business world with one foot firmly planted on a profitable business.

## 4 Background

Agriculture is an important aspect of the Sri Lankan economy and it has been that way since a long time. Albeit the current scale of branching, Chandrika Agri Centre is second to none in its forte which is the manufacture and provision of fertilizer for agricultural purposes. With economy of the country depending on the agriculture based industries at large, Chandrika Agri Centre needs to be ahead of their competition always. This concerns not only product quality assurance, but also process efficiency in delivering products as well.

The systematic approach to deploy the software solution would provide enough edge for the client to reinforce the efficiency of company workforce and reduce multiple overheads associated with extra labour and other costs. Thus staying ahead of competitors with the aid of the project outcome would be beneficial for solidifying the company reputation and favourable marketing as well.

## 5 Project Definition

**5.1 Project Objectives**

* To analyze existing system that are being used by client and identify drawbacks.
* To provide a smoothly operating, user friendly management system which overcome current drawbacks of the existing system.
* To investigate specific areas of functionality, which are known to be needed.
* To meet user requirements by getting customer satisfaction.
* To produce best practice documentation.

**5.2 Project Scope**

The project will be segmented into the below categories as initially discussed and planned with reference to client requirements.

-Process Management  
 -Inventory Management

-Machinery Management

-Employee Management

-Stock Management

The stages of the project will be considered according to the previously mentioned partitioning of the artefact and will be evaluated according to Prince2 project management methodology.

**5.3 Project Deliverables**

* Working software artefact
* Documentation (includes all the documents produced during the course of planning, designing implementing and delivering the artefact)

**5.4 Exclusions**

* Limitations of third party tools
* Aspects relating to the financial management are excluded from the artefact owing to client requirements.

**5.5** **Constraints**

Limitations and boundaries put on regarding the realization of the artefact by the client would prove as a constraint in building a much more interconnected system. However the team will provide the client what they desire while adhering to these constraints to avoid ethical dilemmas.

**5.6 Interfaces**

The project consists of both external and internal interfaces that with which it would interface with. Main identified interfaces are as below.

-Owner -Technical Interfaces

-Employees -Information Interfaces

-Competitors -Review points

-Time Interfaces -Major breakpoints/ issue interfaces

-Social Interfaces -Operations/ Management Interfaces

## 6 Outline Business Case

Aligning this project with a business strategy provides benefits, such as more efficient investment of time and reduced cost of resources. Additionally, opportunities and potential dangers can be spotted during the project.

Expected benefits:

* Cost savings by reducing paperwork.
* Cost savings by reducing the number of failed agricultural products
* Cost savings by efficient usage of resources

Furthermore in short term benefits, the company would be able to reduce lead time for manufacturing products, while increasing efficiency and employee morale. In long term, these would translate in to considerable increments in overall profitability of company, allowing the client to advance in acquiring better assets for future proofing the guaranteed service.

Timescales:

The following timescales are a rough estimate, which will be refined once the project plan is complete

* Project time: 4 months

Major risks:

Staff in the agricultural area is inexperienced in specifying requirements in a software project. This could lead to the wrong software solution being delivered. Hence, this is likely to reduce the benefits realised from the project.

## 7 Customer’s Quality Expectations

As per the analysis of the project initiation request discussion, the client requires the following basic features/ abilities as qualitative expectations.

-Simple user interfaces

-Simple language and easy comprehensibility of the final deliverable

-Unified theme across all subsystems of the scope considered

Furthermore, the deliverables will tested at each stage against these quality standards, by the Quality Assurance representative of the project team.

## 8 Acceptance Criteria

* Complete integration of sub systems
* Final deliverable software artefact being fully functional
* Clear, unambiguous and simple functionality and interactions
* Management should be able to monitor employees
* Management should be able to monitor plant processes
* Management should be able to access information easily
* Obtained information should be relevant

## 9 Any Known Risks

* 1. Staff in the agricultural area is inexperienced in specifying requirements in a software project. This could lead to the wrong software solution being delivered. Hence, this is likely to reduce the benefits realised from the project.

Owing to the strict time limits for each stage of project as well as continuous deliverables required by the Prince2 methodology, the quality of deliverables could tend to vary while also posing a risk of delay if considered wise versa.