

Substack+ Project Plan Draft

Interface Illuminators

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Introduction

Scope and purpose of document (SW)

This document provides a brief project overview of the steps the Interface Illuminators will take to launch Substack+ successfully. This project plan will be crucial for laying the foundation of work that will need to be completed and ensuring that our team stays on track. The general purpose of the Project Plan is to act as a roadmap. This document will outline the team's individual and group responsibilities, the resources that will be used, the timeline for completion, and other milestones. The team will utilize this document to ensure they remain within budget and are achieving the level of quality that is necessary to make Substack+ a success.

Substack+ is a platform that empowers authors to create and prioritize their work without deadlines, giving them full control over how they engage with their subscribers. Our application is designed to provide the best user experience for both publishers and readers. Substack+ offers a customizable interface, collaborative chat feature, content scheduling, and a user-friendly navigation pane that notifies users when their favorite writer publishes a new newsletter.

System Scope

Problem/Opportunity Description(SW)

The goal of Substack+ is to provide a platform for writers to focus on their creativity and connect with a community of readers who are interested in engaging with their work. Readers will have the ability to choose which newsletters they receive, subscribe to their preferred authors, and curate the content they see. The enhancements to the Substack interface, along with a navigation pane, will empower both authors and readers to have greater control over their preferences. With these improvements, Substack+ will facilitate better communication within the app and on our website, ultimately enhancing the overall user experience and fostering a loyal subscriber base.

Anticipated Business/Personal Benefits(SW)

Interface Illuminators aims to establish a user-friendly platform through Substack+. This platform will prioritize community and communication over the inconveniences found on other publishing platforms, which often inundate users with articles they have no interest in. By

introducing an enhanced, customizable interface and navigation pane, both publishers and readers will have the ability to select who they engage with. Publishers will also have complete control over when they publish a new article. With the convenience of content scheduling, they can publish new content at any time and from anywhere.

System Capabilities(SW)

Substack+ offers several key functions. Firstly, it provides a user-friendly and customizable interface, allowing users to personalize their accounts for a better experience and higher retention rate. Secondly, it includes a collaboration feature that enables publishers and readers to chat within their communities across various media platforms. Publishers have control over their community chats and can moderate the content within their groups. Thirdly, it offers a content scheduling feature, allowing publishers to create and release articles to their subscribers regularly without the stress of meeting deadlines. Additionally, Substack+ includes an improved navigation panel that allows users to prioritize and sort the content they want to see first. Lastly, it features an enhanced notifications system that enables users to organize their mailbox by author, content type, and importance.

System Context (OA)

Using Visio or draw.io, create a System Context Diagram which depicts the primary users of the system and the information that is exchanged between them and the system.

Submit the System Context file as a separate file from your plan document

Schedule (SW)

Using MS Project/Project Libre, create a Work Breakdown Structure Chart, identifying all tasks required to complete this team project, dependencies and staff resources for each of the tasks. Include phases to group and organize your tasks and include milestones.

Submit the schedule file as a separate file from your plan document.

Staff Organization(OA)

The team leader of this project is Orooba. My main role is to ensure clear and effective communication within the team and keep us organized. I update the message channels and set up meetings where I assign each task to a member. Along with organizing, I ensure our project

demonstrates our creativity and is communicated effectively through appealing aesthetics and marketing decisions. Our second member, Shannon, is responsible for writing and editing documents, and she ensures our project details are communicated thoroughly. As well as, sending reminders for tasks that need to be completed and updating our Github repository. We take turns creating the sprint for the week and equally divide tasks.

Tracking and control mechanisms(OA)

Interface Illuminators members remain on top of tasks through regular meetings on Tuesdays in which a standup meeting is held. In this meeting, each member discusses what they have accomplished, what they plan on working on, and any difficulties they run into along the way. Then, the following week's tasks are assigned to each member. One member of the team is responsible for creating a sprint for the week on Trello and each task is assigned to a member. Throughout the week, the members work on their designated tasks and communicate with one another through the slack channel. For any further planning or miscellaneous documents, a Google Drive was created to keep things organized and in one place, accessible to all members, and we use GitHub to save our project files, explain our project, and to display it. On Mondays, the members meet over zoom or join the slack channel to discuss any last minute tasks that must be completed before the next standup meeting the following day.