

# Project planning tasks

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(2020)

## project planning tasks

Project presentation

Project calendar

Communication plan

Agile software development

OpenUP (SDLC – inception)

## project presentation

### Project presentation

*Context*

*Problem*

*Goals*

*Tasks*

*Expected results*

*Related work (draft version)*

### Project calendar

duration: 8 minutes (try it in english...)

due date: February 26, 2020

## project calendar

### Tasks list

### Project schedule

*project due date determined by exams calendar; be aware of the Students@DETI event*

### Milestones (4)

*number and short description (< 120 chars)*

### Deliverables

*things the project needs to deliver (e.g., software packages and reports)*

Duncan Haughey. Project planning a step by step guide. <http://www.projectsmart.co.uk/project-planning-step-by-step.php>. Accessed February 20, 2015.

## task list

Find which are the main building-blocks (modules) of your project

Assign team members to each module

List the tasks by module

Example:

- Module: Back office (Ana & Pedro)
- Task 1 (Ana & Pedro) : short description
- Task 2 (Ana) : short description
- etc.

must have a relationship with the deliverables in previous slide

## communication plan

Project website

*Project plan*

*Reports and presentations*

*Role and list of activities by team member*

*Repository (Git), with version control*

*Private (team) information*

*Give access to the supervisors and course instructor*

# agile software development

## Agile manifesto statements

<i>Individual and interactions</i>	<i>over</i>	<i>process and tools</i>
<i>Customer collaboration</i>	<i>over</i>	<i>contract negotiation</i>
<i>Working software</i>	<i>over</i>	<i>comprehensive documentation</i>
<i>Responding to change</i>	<i>over</i>	<i>following a plan</i>

## Agile teams are

<i>Individual awareness:</i>	<i>how can I be the best me</i>
<i>Team awareness:</i>	<i>how can I help the team</i>
<i>Enterprise awareness:</i>	<i>how can I help my organization (project)</i>
<i>Community awareness:</i>	<i>how can I give back to my community</i>

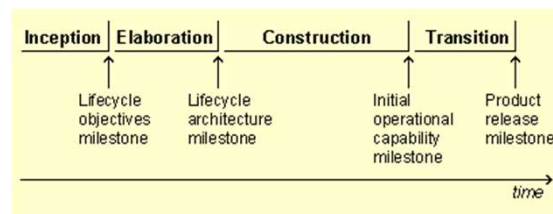
# agile software development

Eclipse (2007). Introduction to OpenUP (Open Unified Process). <https://eclipse.org/epf/general/OpenUP.pdf>. Accessed February 20, 2015.

Scott Ambler (2013). Going beyond Scrum. Disciplined Agile Consortium, white paper series. <http://disciplinedagileconsortium.org/Resources/Documents/BeyondScrum.pdf>. Accessed February 20, 2015.

Intel Corporation (2012). IT project planning guide for Intel – Active management technology deployment. [https://downloadcenter.intel.com/Detail\\_Desc.aspx?DwnldID=21058&lang=eng](https://downloadcenter.intel.com/Detail_Desc.aspx?DwnldID=21058&lang=eng). Accessed February 20, 2015.

## Phases and milestones of a project (OpenUP)



source:

[http://epf.eclipse.org/wikis/openup/practice.mgmt.risk\\_value\\_lifecycle.base/guidances/concepts/phase\\_milestones\\_5678231E.html](http://epf.eclipse.org/wikis/openup/practice.mgmt.risk_value_lifecycle.base/guidances/concepts/phase_milestones_5678231E.html)

## inception phase

Inception is about understanding the project scope and objectives

**Understand what to build.** Determine an overall vision, including the **scope of the system and its boundaries**. Identify the stakeholders: **who is interested in this system** and what are their success criteria?

**Identify key system functionality.** Decide which requirements are most critical.

**Determine at least one possible solution.** Assess whether the vision is technically feasible. This may involve identifying a candidate high-level architecture or doing technical prototypes, or both.

**Understand** the high-level estimate for cost, schedule, and risks associated with the project.

source:

[http://epf.eclipse.org/wikis/openup/practice.mgmt.risk\\_value\\_lifecycle.base/guidances/concepts/inception\\_phase\\_C4456871.html](http://epf.eclipse.org/wikis/openup/practice.mgmt.risk_value_lifecycle.base/guidances/concepts/inception_phase_C4456871.html)

## to do list

Project calendar

Project website

Related work

→ Project presentation (week 3)

context, problem, goals, tasks, expected results, related work, calendar, roles by team member