

Raport

Lofthus Fukt og Saft

Project planning, process documenting and collaboration

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Executive Summary

This report contains a theoretical project and highlights the planning phase using a Gantt diagram. It also describes the team composition and the tools and manner of collaboration using seed tools.

The Project

The project was to take the fictive company “Lofthus Fukt og Saft” and create a detailed plan using a gantt chart followed by uploading it and a rapport about the project to a github account.

The “Lofthus Fukt og Saft” company wanted a new webpage that would help them reach bigger markets. They wanted to promote themselves as a company and their production processes.

Analytics

I began by trying to understand the assignment as a project leader. I started defining what could be the scoop project and invent missing information about the “Lofthus Fukt og Saft”. I decided that based on their name that their goal is to reach a national market

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I imagined that their target audience are: private consumers, businesses, and grocery stores.

Also I imagined a time scoop from Apr 24, 2017 - Nov 14, 2017, because I wanted to imagined that they wanted to launch with a christmas campaign.

I decided that the key drivers for “Lofthus Frukt og Saft” are Time, Cost, Quality.

Decisions (what/why)

I started by writing a document much like this one to outline what the fictive project would contain.

The first thing I defined was that the site would be based on wordpress to keep the team small and to outsource some of the backend development to the wealth of plugins wordpress supplies.

Another reason for going with wordpress was the “Content Management System” aspects of the platform. This would allow the customer to manage the website after the job was complete and improve “Search Engine Optimization”.

Other reasons were the Payment system and probably a customer login system that would need to be implemented.

Also I imagined that the customer have some sort of “Customer Relationship Management” that would have to be integrated.

Last reason for using wordpress is the security and backup, more for the backups since wordpress has a bad history when it comes to security. However most of the modern cases comes from the failure to update which would open the door for support contracts or a known platform if they wish to hire someone else.

Because of this I am keeping the team very small. With one developer. There is a hiring process which brings some uncertainty to the first draft off the gantt chart. We are also hiring in two consultants to work on the finances and the photography. And the last contributor is the graphical designer. And I put her part of the project later incase it takes time to hire someone. The team might need to be expanded incase the hiring process is slow and we need to shear the development time on multiple developers.

With that said I made sure to make the tasks fairly big in order to give room to adjust as the project progresses.

I imagine that the development happens in a small office space. Hired for the project period, so we don't need a heavy focus on skype or google hangouts. However if conference calls are necessary we will be using Rocket chat as both a slack alternative and as a skype replacement.

We will be basing our backups on github when it comes to code and google drive when it comes to graphic assets and documents. This frees up a lot of admin work as if a machine needs to be replaced or reinstalled no work will be lost.

We also would use taiga for project management with a mixture of scrum and gantt milestones. The gantt diagram will be used to estimate cost in the start of the project and half through the development time.

We will leave up to the client how we will communicate with them, but it will probably be through email and Skype and phone contact since this is what the client is used to.

Testing will be done with teamviewer and a custom tool called VideoReviewTool that we have received permission from Funcom to use.

The importance is on making the testings frequent and short, unless there is a case for a necessary exception.

Summary

In short I think the gantt setup is a solid start, but might need some tweaking after the first vision and scoop meeting with the "customer".

I might have estimated a bit too short of a period for the integration of the payment system, since it includes setting up user accounts, and too little time for integrating the design into the template.

I am also a bit dependent on the web developer being very familiar with wordpress and it's technologys.

The collaboration tools are all tested and tried (especially taiga.io). All except rocket chats new Web RTC video conference functionality.