**<Exstructa> Project Plan Draft**

<Team 4: Whisper>

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# Introduction

## **Scope and purpose of document (GKRM)**

*The purpose of this document is to organize the project properly in a single document. This document contains a schedule and a system scope for the Exstructa project from team Whisper.*

*Exstructa as an application aims to make working as a team easier. It unites multiple functions from separate apps into one. It also provides information to make meetings easier to plan. Not only would it speed up workflow, but it also would save money from having to buy multiple subscriptions.*

# System Scope

## **Problem/Opportunity Description (GKRM)**

*Exstructa aims to unify multiple work functions to make it easier for people to collaborate effectively. By bringing different tools that are normally on separated apps together, it should make the workflow faster and more fluid. It would also save money from having to buy multiple licenses or subscriptions.*

*This doesn’t only apply for the online work environment, since Exstructa also provides functions that ease meeting in person. It provides information to plan meetings ahead of time to find when and where some meetings could take place.*

## **Anticipated Business/Personal Benefits (BH)**

*In one paragraph, describe what your company will hope to achieve by creating this application. In another paragraph, describe the benefits to the users.*

*Exstructa’s focus is to create a user-friendly collaboration app that anybody can use. The many features of Exstructa have never all existed in one place until now. The newfound easy access to all these features will ensure an easier and faster work environment. Businesses will be pleased with how seamless things will run in our new app. Most importantly, instead of paying for multiple different applications, businesses will now have everything all in one place. They will now only have one bill to pay!*

*The benefits to the users are also a big priority. All the tools a user would need are incorporated and simplified into one space accelerating productivity and accessibility. Users will be able to seamlessly contact anybody of their choosing and are able to share and use a multiplicity of features with those people.*

## **System Capabilities** (BH)

*List of major functions of the system. These are taken from the Project Proposal and expanded upon.*

*Event Planner*

Similar to the google calendar, this feature allows the user to create events and tasks inside of the calendar to keep track of their busy lives. When adding a task you will be given the option to add people to the event to see it, you can add the location, a description, and time of day an event will happen. You will also have the ability to have the app send a notification to you, whether that be to your desktop or inside the app itself, or when an event is approaching.

*Server*

Much like discord and slack, Exstructa will have servers which will include both text and voice channels. Owners will be able to create categories inside of their servers for these channels. For example category 1 could have a dropdown list of 2 text and 1 voice channel; while category 2 could have a dropdown list of 1 text and 1 voice channel.Owners will also be able to create roles allowing them to set permissions for their users and to organize their server to maintain order. In these servers there will also be a list members and their roles allowing you to see who is in the server and who is currently online

*Direct Messaging*

The app, besides including channels similar to Slack and Discord, will also have direct messaging. This is also meant to be similar to E-mail since it is a more formal environment. It will look similar to how google had direct messaging. In our app you can either choose a contact or input someone's email to start a direct message. You can also add other people to that direct message and have up to a certain amount of people in it.

*Calendar Sharing*

This feature will allow the user to share a group calendar with people whether they are inside the same server or not. The calendar shared could either be a copy of it or a shared workspace. Everybody who is invited to the calendar is able to edit and add events depending on their permissions. There will also be server calendars which everybody in the server is able to use depending also on their permissions

*Functions like 365*

Some apps similar to the ones present in office 365. It will have apps like Word, Excel, and Powerpoint. More similar to how google does it, where it is more consistent when multiple people work on the same document while keeping the complexities and most functionalities of Microsoft documents. Opening a document will not open another window. It will instead open inside the app and is able to be used inside the app. The user will have the choice to make it a separate window if needed. All of this is located in our app for the user to use anytime.

*Contact*

Our app will include a list of contacts which consist of saved users and recipients. This list updates when a message, email or meeting is sent to another user. The send feature allows you to send an email to multiple people at once by entering the names of the contact list. To create a "New contact list," enter a name and description, and then add individual contacts by typing their names or email addresses. The user information can be edited when necessary.

*Weather*

Our application will feature a weather information tab. A user's account will require basic information upon signing up. To accurately determine weather, the app will need a user's device location. This is an additional feature that will utilize a WiFi connection to function properly. In a corner of each day of the calendar a weather icon will be placed to show the user what the weather is going to be for that day. If the user clicks on the icon they can get the hourly forecast for the day.

**System Context (KH)**

*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 (Whole team)**

*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**

*Team Leader-Benjamin Haase*

*GitHub-Gabriel Rosas*

*Trello-Benjamin Haase*

*Google Drive-Kyan Hamilton*

*System Context Diagram- Kyan Hamilton*

*Google Meets-Kyan Hamilton*

*Microsoft Project Document- Gabriel Rosas*

# **Tracking and control mechanisms** (KH)

*Describe how you plan to track changes to this and techniques that you will use to monitor the progress of the various tasks. For example, do you have regular meetings, how do you use groupware to keep the documents in-synch and current, etc?*

*Regular meetings Friday 12pm on google meets. We use SMS and slack to keep in communication. Any sort of questions, or suggestions will be made in those forms of communication. We will use Trello to keep track of tasks that we need to complete and when those due dates are. We use google drive and github for our documents.*