

Task Responsibility Matrix

Task	Responsible	Accountable	Consulted	Informed
Project Management	Project Manager	Project Sponsor	Stakeholders	All Team Members
Requirement Analysis	Business Analyst	Project Manager	Stakeholders	Development Team
System Design	System Architect	Project Manager	Business Analyst	Development Team
Development	Development Team	Project Manager	System Architect	QA Team
Testing	QA Team	Project Manager	Development Team	Stakeholders
Deployment	Deployment Team	Project Manager	QA Team	All Team Members
Maintenance	Maintenance Team	Project Manager	Deployment Team	QA Team

Communication Plan

- **Regular Status Meetings:** Weekly on Mondays at 10 AM.
- **Project Updates:** Via email every Friday.
- **Emergency Communication:** Via phone, followed by an email summarizing the conversation.
- **Stakeholder Updates:** Monthly presentation on project progress.

Project Status Report

Project Name: SUStays

Date of Report: 10/22/2023

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Context Diagram

Creating a Context Diagram is a crucial step to visually represent how the system interacts with external entities. For the SUStays platform, here are the identified entities and a brief description of their interactions with the system:

Students:

- Students will use SUStays to search for housing and roommate options, manage their profiles, and communicate with potential roommates and housing providers.

Roommates:

- Individuals looking to share accommodations can create profiles, search for compatible roommates, and communicate within the platform.

Housing Providers:

- Housing providers list available accommodations, manage listings, respond to inquiries, and update availability status.

Universities:

- Universities can provide information about nearby housing options, endorse SUStays to students, and potentially integrate their housing resources with the platform.

Administrators:

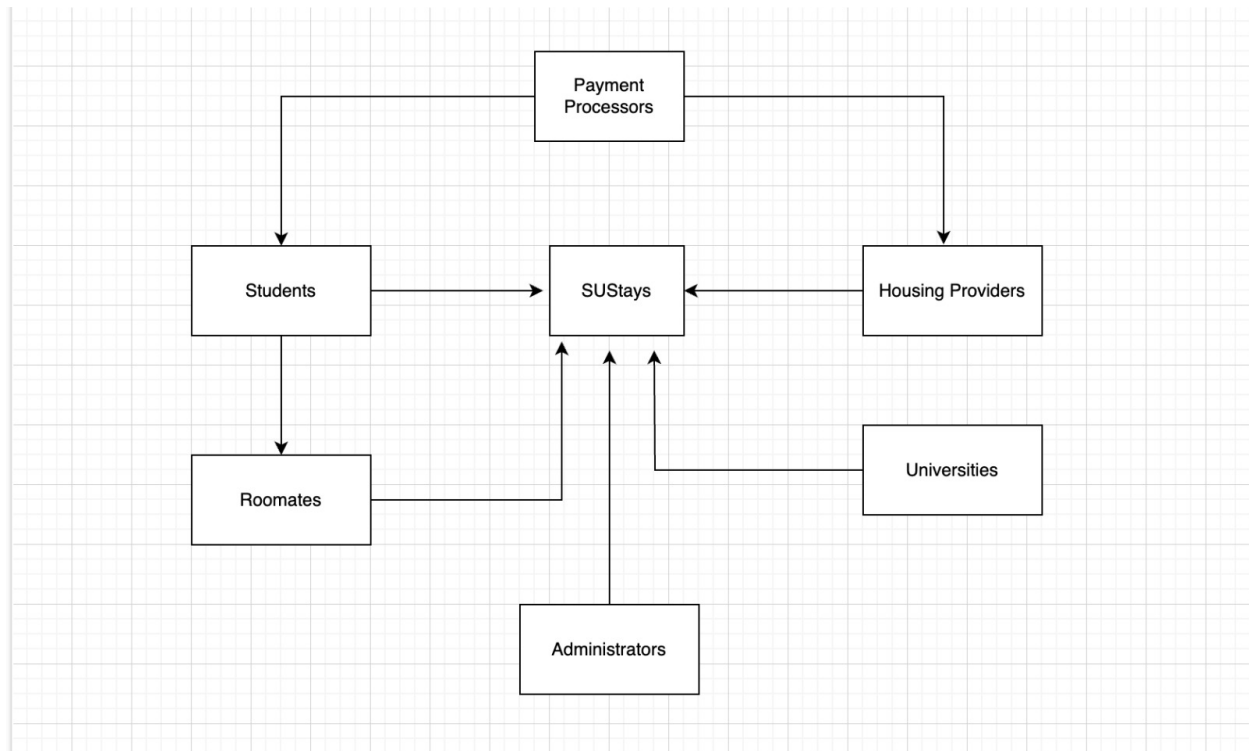
- Admins manage the platform, oversee user activity, resolve disputes, and ensure the platform operates smoothly.

Payment Processors:

- Handle transactions between students, roommates, and housing providers, ensuring secure and reliable payment processing.

Customer Support:

- Assist users with inquiries, troubleshoot issues, and provide guidance on using the platform effectively.



High-Level Processes

Requirement Gathering and Analysis:

- Collecting detailed requirements from stakeholders.
- Analyzing market trends and competitor platforms.

System Design:

- Designing the architecture of SUStays.
- Preparing wireframes and mock-ups.

Development:

- Coding the required functionalities.
- Integrating different modules.

Testing:

- Conducting unit, integration, and system testing.
- User acceptance testing.

Deployment:

- Deploying the platform on a secure and scalable server.
- Monitoring the performance.

Data Assets

- **Student Profiles:** Containing personal, academic, and housing preferences.
- **Housing Listings:** Information about available housing, amenities, costs, etc.
- **Roommate Profiles:** Preferences, schedules, dietary requirements, etc.

System Requirements Document

Functional Requirements

- FR-01:** The system shall allow users to create and manage their profiles.
- FR-02:** The system shall provide extensive filtering options to search for housing.
- FR-03:** The system shall have a roommate matching feature based on user preferences.

Non-Functional Requirements

- NFR-01:** The system shall ensure data privacy and security in compliance with GDPR.
- NFR-02:** The system shall be scalable to handle the increasing number of users.
- NFR-03:** The system shall have a user-friendly interface ensuring ease of navigation.

This structure lays a solid foundation for planning and executing the SUStays project, ensuring that each phase is well-documented and the responsibilities are clear.