**Group 1 Project Plan**

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**Table of Contents**

1. **Team Organization**
   1. **Roles and Responsibility**
   2. **Meeting times and Process**
   3. **Communication and Decisions**
2. **Project Schedule**
3. **Progress Tracking**
   1. **Individual**
   2. **Project**
4. **Build Plan**
   1. **Justification for Chosen Plan**
   2. **Risks and Risk Reduction**
5. **Team Organization**
   1. **Roles and Responsibilities**
      1. **Documentation – Tyler Green**

The head of documentation is in charge of making sure all necessary documentation is completed on time and turned in by the deadline. They are also responsible for making sure the project schedule is being followed and ensuring people are fulfilling the duties they agree to on this document.

* + 1. **Design – Bryce di Geronimo**

The head of design is in charge of creating the design of the project based on the requirements and documentation. They need to coordinate team effort in accomplishing the necessary design, and ensure the implementation efforts follow the design. The deadlines will be laid out in section 2.

* + 1. **Implementation – Tyler Milan and Michael Zhang**

The two heads of implementation will coordinate with one another to ensure the project is implemented correctly in regards to the design, and fulfills all requirements. They will decide the work breakdown and assign certain chunks to other group members.

* + 1. **Testing – Jarvis Dong**

The head of testing is in charge of putting the implementation through stringent tests to make sure it goes out to the user as a working software with no clear deficiencies. They are also responsible for reporting any flaws and assisting with error correction with the heads of implementation.

It is important to remember that while each person is in charge of a certain area, everyone will contribute to each area as the head of that area sees fit. Work will given by the head of an area to other group members.

* 1. **Meeting Time and Process**

Meetings will be held on Mondays at 5:30 in the Science Library. They will start with a discussion of where the project currently is and the deadlines coming up in the following week. Each person will discuss what they need to do before the next deadline and the group members will hold each other accountable for finishing their parts. More meetings can be set up if needed, but this meeting is required for all group members to attend. The plan will be changed as needed at these meetings and it is necessary to have all members present.

* 1. **Communication and Decisions**

The group will communicate through the group chat already set up, google docs for documentation purposes, and GitHub for programming purposes. Large group decision will be made by a majority vote where all members must be present, but the individual heads will be able to make decisions in their own specialized areas without group approval. For example, the head of design will be able to make small decisions about the design of the project without seeking approval from the group. Any group member is welcome to challenge any decision, as discussion is important in making the best possible product.

1. **Project Schedule**

|  |  |
| --- | --- |
| **Monday, January 14th** | * **Group Meeting 1**   + **5:30pm Science Library Room B017** * **Roles assigned for completing SRS, SDS, and Project Plan**   + **SDS - Bryce and Tyler M.**   + **SRS - Michael, Jarvis, and Tyler G.**   + **Project Plan - Tyler G.** * **Project plan agreed upon** |
| **Wednesday, January 16th** | * **Introductory documentation finished and reviewed as a group** * **Group Meeting 2**   + **5:30pm Science Library Room B017**   + **Discuss possible changes to preliminary documents** |
| **Thursday, January 17th** | * **First prototype completed to review with group** * **Build one completed** |
| **Friday, January 18th** | * **Present initial documents and prototype to Dr. Hornof** |
| **Tuesday, January 22nd** | * **Group Meeting 3**   + **5:30pm Science Library room B017**   + **Discuss feedback from meeting with Dr. Hornof**   + **Update Project Plan as needed** * **Design implementation and create modules** * **Set up a proper framework for designing test** |
| **Thursday, January 24th** | * **Create database, logic for editing events/modifying date range** * **Unit tests designed** |
| **Friday, January 25th** | * **HTML and CSS completed** * **Group Meeting 4**   + **5:30pm EMU**   + **Review database functionality**   + **Discuss implementation** |
| **Monday, January 28th** | * **Group Meeting 5**   + **3:30pm EMU**   + **Review progress on implementation**   + **Discuss any necessary changes**   + **Update requirements on SRS** |
| **Tuesday, January 29th** | * **Build two completed** |
| **Friday, February 1st** | * **Javascript implementation completed** * **All unit tests passed** * **Second meeting with Dr. Hornoff** |
| **Sunday, February 3rd** | * **Non technical users visit website and test** * **Fix any confusions to native users** * **Technical document completed** |
| **Monday, February 4th** | * **Group Meeting 6**   + **5:30 Science Library room B017**   + **Review final documents and product**   + **Prepare for presentation**   + **Ensure all parts of project are completed** |
| **Tuesday, February 5th** | * **Application is complete and bug free** |
| **Wednesday, February 6th** | * **Present complete application to class** |

1. **Progress Tracking**
   1. **Individual**

Individual contributions to the documentation will be tracked through Google docs. Each user’s changes will be tracked and viewable in the paper history so it will be easy to see who changed which areas. Code contributions will be tracked through GitHub. Each user’s contributions are tracked by the application and you can see who pushes code when and where, which will help track who is contributing more or less to certain areas.

* 1. **Project**

Project progress will be tracked by each individual head of area and discussed during the group meetings. The progress will be discussed and demonstrated at each meeting where group members will be able to see how much progress has been made and what still needs to be done. Overall progress in each area should be tracked by the area heads.

1. **Build Plan**

Our build plan will focus on multiple prototype builds that lead up to a final, finished product. There will be a total of three builds, each fulfilling new requirements and building off of the previous plan.

* 1. **Build One - (1/17/19)**
* **Basic user interface**
  + **Calendar display**
  + **Buttons for creating/editing/deleting**
* **Documentation completed**
  1. **Build Two - (1/29/19)**
* **Event creation, deletion, and editing**
* **Functioning database with necessary tables**
* **Fully working Interface**
* **Ability to change months**
* **Refine documentation as needed**
  1. **Build Three - (2/6/19)**
* **Aesthetic improvements to UI**
* **Implement any fixes from testing**
  1. **Justification for Chosen Plan**

This plan was chosen because it allows the group to reevaluate at multiple points, and build the project in multiple steps. Without multiple prototypes, the work could be overwhelming without a place to start or go to. This build plan also allows for multiple meetings with the customer to discuss progress and make any necessary changes. It also allows for each group member to be active in different areas of the project depending on what the head of the area needs.

* 1. **Risks and Risk Reduction**

The risks we face with this build plan area as follows

* **Connecting subsystems** - By breaking down the full system into smaller parts there is a risk in creating more work and confusion when it comes time to put all of the pieces together, especially when different people are implementing different parts. To reduce this risk we are meeting twice weekly to show progress and discuss implementation. Any concerns about individual parts will be brought to the group and discussed, which will make it easier to connect them in the end.

**Need to add non-technical parts to the plan**