**ACTIVITY LIST & ACTIVITY ATTRIBUTES**

**ONLINE SHOPPING**

**I. Activity List**

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| **Activity List** | | | |
| **Project:** | | | **Date:** |
| **Activity ID No.** | **Activity Name** | **Description of Work** | **Responsibility** |
| 001 | Develop Project Charter | This activity consists of setting out detailed project goals, roles and responsibilities, identifying the main stakeholders, and the level of authority of a project manager | Hung has primary responsibility and Hoang is the alternate |
| 002 | Create Preliminary Scope Statement | This activity consists of outlining the project's deliverables, identifying the constraints, assumptions and key success factors and defining the boundaries of a project | Hung is responsible for this activity |
| 003 | Determine Project Team | This activity is the construction team based on the scope and requirements of the project | Hung is responsible for this activity |
| 004 | Project Team Kickoff Meeting | This activity is to disseminate the project to the members participating, describes an overview and preliminary of project and give some project requirements | Hung has primary responsibility and all team members are the alternate |
| 005 | Develop Project Plan | This activity consists setting out the phases, activities, and tasks needed to deliver the project. The timeframes required along with the resources and milestones | Hung has primary responsibility and Khoi is the alternate |
| 006 | Project Handover Meeting | This activity is describing in detail the requirements and schedule tasks of the project from there assigning tasks to members | Hung has primary responsibility and all team members are the alternate |
| 007 | Procure Hardware/Software | This activity is purchasing of equipment and software necessary for project development | Hung is responsible for this activity |
| 008 | Develop Software Requirement Specification | This activity is describing the software system to be developed, layout functional and non-functional requirements, include a set of use cases that describe user interactions that the software must provide | Khoi is responsible for this activity |
| 009 | Verify & Validate Software Requirement Specification | This activity is to analysis and evaluation of the software requirements specification has been described, might modified if there is unsuitable description | Hung responsible for this activity |
| 0010 | Design System | This activity is defining the architecture, components, modules, interfaces, and data for a system to satisfy specified requirements | Son is responsible for this activity |
| 011 | Design database | This activity is design a detailed data model of database. This data model contains all the needed logical and physical design choices and physical storage parameters needed to generate a design in a data definition language | Son is responsible for this activity |
| 012 | Design UI/layout | This activity is to design an intuitive interface for users to interact | Hoang is responsible for this activity |
| 013 | Coding function | This activity is writing the executable program code | Son has primary responsibility, Hoang and Khoi is the alternate |
| 014 | Test Plan | This activity is describing the scope, approach, resources and schedule of intended test activities. It identifies amongst others test items, the features to be tested, the testing tasks, who will do each task, degree of tester independence, the test environment, the test design techniques and entry and exit criteria to be used | Manh is responsible for this activity |
| 015 | Unit Test | Test each function of code | Khoi is responsible for this activity |
| 016 | Integration Test | This activity is test all modules are combined or not combined with other work done to achieve results such as documents required have been identified | Manh is responsible for this activity |
| 017 | System Test | This activity is to evaluate the system's compliance with its specific requirements | Manh is responsible for this activity |
| 018 | Deploy Server | This activity is installing the software on the server | Hoang is responsible for this activity |
| 019 | User Training | This activity includes training user and collect review of them | Manh is responsible for this activity |
| 020 | Go Live: Put project to realistic environment | This activity includes configuring network settings and appropriate firewall rules to allow required access to the server | Son is responsible for this activity |
| 021 | Closeout meeting | This activity includes review statement of work, summarize what was done, promote the advantages and disadvantages need to be overcome | Hung has primary responsibility and all team members are the alternate |
| 022 | Document Lessons Learned | This activity is to record the lessons gained through projects | Hung has primary responsibility and all team members are the alternate |
| 023 | Update Files/Records | This activity is last edit documents, supplement necessary documents | Hung has primary responsibility and all team members are the alternate |
| 024 | Archive Files/Documents | This activity is to archive all necessary files and documents | Hung has primary responsibility and all team members are the alternate |