**TIMESHEET & LEAVE MANAGEMENT SYSTEM**

**PROJECT SCHEDULE & MILESTONES**

**(High level)**

**Project Title:** Timesheet and Leave Management System

**Project Team**:

Adepu, Sushma (**Programmer**)

Behera, Jyoti (**Programmer**)

Bestha, Anusha (Engineering **Manager**)

Thammishetty, Lakshmi (**Programmer**)

Tadikonda, Sumanth (Project **Manage**r)

**Description:**

High Level Project Schedule and Milestone is a brief compact document which gives an overall stance of project progress. Below is the project schedule and milestones that shows us the key task or deliverables which are achieved during the project.

|  |  |  |  |
| --- | --- | --- | --- |
| **Key Milestones** | **Project Member** | **Status** | **Target Date** |
| **1. Phase 1 – June’2014** |  |  |  |
| 1.1 Approved Project Plan | Teamwork | Completed | June 5, 2014 |
| 1.2 Develop strategy and Software Requirements Document | Teamwork | Completed | June 5, 2014 |
| 1.3 Project Diagrams | Teamwork | Completed |  |
| 1.3.1 Use case Diagrams   * Timesheet(TS) * Leave Management(LM) |  | Completed | June 12, 2014 |
| 1.3.2 Sequence Diagrams |  | Completed |  |
| 1.3.3 Class Diagrams |  | Completed |  |
| 1.3.4 Activity Diagrams |  | Completed |  |
| 1.4 Developing Format and Content of Webpage | Teamwork | In Progress | June 26, 2014 |
| 1.5 High Level Project Schedule |  | Completed | June 19, 2014 |
| 1.6 Develop Database planning and Create Database |  | In Progress | July 3, 2014 |
| 1.7 Coding for   * Timesheet Module * Leave Management Module |  | In Progress | July 10, 2014 |
| 1.8 Integration of Code and Database |  |  | July 13,2014 |
| **2. Phase 2 July 2014** | **Project Member** |  | **Target Date** |
| 2.1 Testing |  |  | July 17, 2014 |
| 2.2 Project Presentation |  |  | July 24, 2014 |

**Keywords**:

**Milestone**: A milestone is an event during the life of a project that signifies a new stage. Often a milestone is reached when a key task or deliverable has been achieved.

Milestones are set along the critical path of your project plan.

**Project Member:** Depending on skillset and expertise in technical and non-technical disciplines, contributions towards project success.

**Target Date:** Date when particular milestone needs to be completed and achieved. Target Date should be strictly followed.