Project Plan

1. Executive Summary

Project Name: HomeEase – In-Home Services Provider
Partner Organization: None
Objective: The objective of HomeEase is to provide a platform that offers a variety of at-home services
such as plumbing, cleaning, beauty treatments, and electrical work, with a primary focus on elderly and
disabled users, ensuring convenience, accessibility, and user satisfaction.
Corporate Goals Addressed:
- Improve quality of life for elderly and disabled individuals through a user-friendly interface that simplifies service booking.
- Provide job opportunities for skilled professionals offering home services.
Planned Start Date: 11-09-2024
Planned End Date: 27-03-2025

2. Project Approvers Reviews and Distribution List

Project Role	Name	E-mail
Project Manager	Bhavya Vaghela	Bhavya.vaghela@georgebrown.ca
Lead Developer	Abdulgafar Towolawi	Abdulgafar.Towolawi@georgebrown.ca
UI/UX Designer	Ahad Abdul	Ahad.Abdul@georgebrown.ca
QA Lead	Michael West	Micheal.west@georgebrown.ca
Assistant Developer	Subhan Mohammed Abdul	Subhan.mohammedabdul@georgebrown.ca

3. Scope
In Scope:

- Development of a web and mobile platform to provide home-based services including plumbing, cleaning, appliance repair, and more.
- Integration of features like real-time booking, secure payment processing, and user profiles.

Out of Scope:

- Services unrelated to home needs, such as pet grooming.
- Advanced AI-driven service matching (to be added in future phases).

4. Deliverables

Deliverable	Description
Web and Mobile Application	A responsive platform for booking at-home services.
Payment Gateway Integration	A secure payment processing system.
Service Provider Management Tools	Tools for service providers to manage profiles, schedules, and bookings.
Admin Portal	Interface to manage other portals

5. Assumptions

- Elderly users will use assisted technologies (e.g., voice commands) to interact with the platform.
- Service providers will meet local regulatory requirements.

6. Dependencies

- Availability of reliable service providers in the launch region.
- Integration with third-party payment processors.

7. Risk Management

Potential Risk	Severity	Likelihood	Management Strategy
Low service provider availability	H	M	Initiate aggressive recruitment of service providers.
Payment gateway failure	H	L	Use reliable, well-established third-party payment providers.
User onboarding complexity for elderly users	M	M	Simplify registration process, include support for assisted technologies.

8. Communication

Reports:

Report	Audience	Frequency
Project Progress Report	Team and Stakeholders	Weekly

Meetings:

Meeting	Purpose	Attendees	Frequency
Team Stand-up Meeting	Discuss project progress	Project Team	Daily
Stakeholder Review Meeting	Present project updates and risks	Team Members	Bi-weekly
Code Review Meetings	To review Code	Team Members	Twice Every Week
Code Testing Meeting	To test code and fix bugs	Michael , Subhan And Abdulgafar	Bi-Weekly

9. Task Listing (WBS)

Reference	Task	Duration	Dependency
A	Build All Interfaces	12 weeks	A
B	Integrate Payment Gateway	2 weeks	A
C	Testing and QA	2 weeks	C
D	Launch and Support	1 week	D
E	Inter-service communication	2 Weeks	A

11. Milestones

Major Activity or Milestone	Estimated Target Date	Owner/Reviewer Team Members
Complete Customer Interface coding and design and testing	25-01-2025	Everyone in the team
Complete Service provider Interface coding and design and testing	27-02-2025	Everyone in the team

Complete Service provider Interface coding and design and testing	10-03-2025	Everyone in the team
Complete Inter-service communication and test for possible bugs and fix them	15-03-2025	Everyone in the team

12. RAM (Responsibility Assignment Matrix)

Task	Project Manager	Lead Developer	UI/UX Designer	QA Lead	Assistant Developer
A. Build All Interface	A	A	A	A	A
B. Integrate Payment Gateway	C	A	C	A	A
C. Develop Service Provider Portal	C	A	C	C	A
D. Testing and QA	C	C	C	A	A
E. Launch and Support	A	C	C	C	R
F. Develop Admin Interface	C	A	C	C	A
G. Inter-service Communication	A	A	A	A	A

Key:

- **R = Responsible: The person(s) who will perform the work.**

- **A = Accountable: The person who is ultimately accountable for the task's success and must sign off on the work.**

- **C = Consulted: The person(s) who must be consulted prior to a final decision or action. This is a two-way communication.**

- **I = Informed: The person(s) who must be kept informed of progress and with whom there is one-way communication.**