**PROJECT PLAN DOCUMENT**

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| Project number | ***26*** |
| Project Title | Resolve App |
| Document | Project Plan |
| Creation date | ***31/01/2024*** |
| Created By | Sujal Keshri (Responsible)  Neel Amrutia  Kevin Thakkar  Gopendra Singh |
| Client | Sai Kumar Reddy |

# **Brief problem statement**

The current workplace faces challenges in communication and efficient resolution of complaints. Employees encounter difficulties in expressing concerns due to a lack of a dedicated platform, compromising privacy. The absence of real-time updates and a structured resolution process further delays conflict resolution. Additionally, the lack of an anonymous reporting option hinders candid feedback, impacting the creation of a positive and inclusive work environment. There is a need for a cutting-edge Employee Platform to address these issues by improving communication, ensuring privacy, streamlining conflict resolution, and encouraging open feedback.

# **Team Members**

Neel Amrutia : React , API integration, Database Queries, Complaint Analysis, feature design, Testing

Gopendra Singh : UI Design,Database Structure,Backend Building,Complaint Analysis,Training material generation,Testing

Kevin Thakkar : React , API integration, Database Queries, Report Generation, Source Control, Testing

Sujal Keshri : UI Design,Database Structure,Backend Building,Report Generation, Training material generation, Testing

# **Team Communication**

There are Two types of meets, where the team gathers to communicate and update regarding the project.

**Client communication** : Total one meet is conducted per week for some clarification and how to proceed further in the project and is there any other requirement added in the project or not.

**Team Members communication** : Total there are two meets which are conducted per week , one before client meet and other for any documentation or any design related discussion.

**Informal** **communication** : There is also communication between team members on chat.

# **Development Environment**

*React js, Node js, MongoDB, Python, NLP modules, Git, Github.*

**Milestone Schedule**

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| **Milestone** | **Due Date** | **Release** | **Deliverable?** |
| Create draft requirements | 5/02/24 | R1 | No |
| Decide Resolution Workflow | 7/02/24 | R1 | No |
| Finalize requirements | 14/02/24 | R1 | Yes |
| Develop prototype for user interface | 1/03/24 | R1 | Yes |
| Implement secure anonymous submission portal | 13/03/23 | R1 | Yes |
| Integrate real-time updates | 16/03/23 | R1 | Yes |
| Automated notifications on progress | 24/03/23 | R2 | Yes |
| Analytics and Reporting | 30/03/23 | R2 | Yes |
| Integrated messaging system for direct communication | 1/04/23 | R2 | Yes |
| Platform Feedback | 5/04/23 | R2 | Yes |
| Unit Tests and integrate features | 10/04/23 | R2 | Yes |
| System tests | 14/04/23 | R2 | No |
| Comprehensive training materials | 16/04/23 | R2 | Yes |