Salary and Performance Management Application Project

1. Initiation
   1. Gather Project Requirements/Business Needs [08/27/19]
   2. Conduct Interviews with Subject Matter Experts [09/10/19]
   3. Create Project Charter [09/17/19]
   4. Submit Project Charter (**Deliverable**) [10/06/19]
   5. Review Project Charter [10/07/19]
   6. Approve Project Charter (**Milestone**) [10/08/19]
2. Planning
   1. Form Project Team [10/09/19]
   2. Project Team Initial Meeting [10/09/19]
   3. Create Work Breakdown Structure/Project Plan [10/10/19]
   4. Review Work Breakdown Structure/Project Plan [10/11/19]
   5. Submit Work Breakdown Structure/Project Plan (**Deliverable**) [10/13/19]
   6. WBS/Project Plan Approved (**Milestone**) [10/14/19]
   7. Team Project Status Meeting [10/14/19]
3. Design
   1. Identify Use Cases [10/15/19]
   2. Design Entity Relationship Diagram (ERD) (**Milestone**) [10/16/19]
   3. Normalize ERD to 3rd Normal Form [10/18/19]
   4. Review Entity Relationship Diagram [10/19/19]
   5. Submit Entity Relationship Diagram (**Deliverable**) [10/20/19]
   6. Team Project Status Meeting [10/20/19]
4. Development
   1. Develop Access Database (**Milestone**) [10/21/19]
   2. Test Access Database [11/02/19]
   3. Finalize Access Database (**Deliverable**) [11/03/19]
   4. Develop Interface Design (**Milestone**) [11/04/19]
   5. Test Interface Functionality [11/22/19]
   6. Finalize Interface (**Deliverable**) [11/24/19]
   7. Team Project Status Meeting [11/24/19]
5. Deployment
   1. Train Managers/Supervisors [11/25/19]
   2. Gather User Feedback [11/27/19]
   3. Finalize Payroll Management Software [11/28/19]
   4. Team Recap/Presentation [11/29/19]
   5. Distribute Software Among Company (**Milestone/Deliverable**) [12/02/19]