

This document outlines the roles, responsibilities, and deliverables for all team members.


Team Structure

Project Manager	Planning, coordination, progress tracking
System Analyst	Requirements, use cases, process models
Database Designer	ERD, SQL schema, data integrity
Lead Developer	C# coding, WinForms, system integration
UI/UX Designer & Tester	Interface design, usability, testing
Documentation Specialist	Final report, meeting minutes, user guide
DevOps & Planning Coordinator	GitHub, Gantt chart, backups, task tracking

Detailed Role Descriptions


1. System Analyst

- Analyze business needs from the project proposal
- Define functional and non-functional requirements
- Create Use-Case Diagram, DFD, and glossary
- Ensure alignment between business goals and technical solution

 Deliverables: Use-Case Diagram, Process Models, Requirements Specification

2. Database Designer

- Design the Entity Relationship Diagram (ERD)
- Write SQL scripts for table creation and constraints
- Ensure referential integrity and normalization
- Support developers with queries and data structure

 Deliverables: ERD Diagram, CreateDB.sql, Data Dictionary

3. Lead Developer

- Develop the WinForms application in Visual Studio 2022
- Code all modules:
 - Login with role-based access

- Policyholder & Policy management
- Claims & Payments
- Report generation (RDLC)
- Data backup feature
- Implement password hashing (SHA256) and error handling

✦ Deliverables: Full C# application, working .exe, clean codebase

4. UI/UX Designer & Tester

- Design wireframes for all forms (Login, Dashboard, Claims, etc.)
- Ensure intuitive, user-friendly interface
- Create and execute test cases
- Log bugs and verify fixes
- Validate non-functional requirements (performance, usability)

✦ Deliverables: Wireframes, Test Cases, Bug Log, Testing Report

5. Documentation Specialist

- Compile the Final Project Report (Word/PDF)
- Include: Background, Scope, Diagrams, Feasibility, Conclusion
- Write and format meeting minutes
- Prepare README.md for GitHub
- Ensure professional presentation

✦ Deliverables: Final Report, Meeting Minutes, README, Glossary

6. DevOps & Planning Coordinator

- Manage GitHub repository: commits, issues, projects
- Assign and track tasks using GitHub Issues
- Maintain Gantt Chart and Kanban board
- Ensure two backups are created weekly
- Generate progress reports for the Project Manager

✦ Deliverables: Gantt Chart, GitHub Activity Proof, Backups, Task Tracker