**Activity Chart for IT**

**Name of the Project: Know Your Compliance (K.Y.C.) Web Application**

**Start Date: 20/08/2024 End Date: Duration:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Activity** | **Time in Months** | | | | | | | | | | | |
| **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** |
| 1 | RFI Sheet |  |  |  |  |  |  |  |  |  |  |  |  |
| 2 | Inputs from client, interaction with client, consultant, site visit as per requirement |  |  |  |  |  |  |  |  |  |  |  |  |
| 3 | Designing DFD ,ERD, Flow chart diagram |  |  |  |  |  |  |  |  |  |  |  |  |
| 4 | Creating Database |  |  |  |  |  |  |  |  |  |  |  |  |
| 5 | Designing the form |  |  |  |  |  |  |  |  |  |  |  |  |
| 6 | Add the backend functionality |  |  |  |  |  |  |  |  |  |  |  |  |
| 7 | Testing manually |  |  |  |  |  |  |  |  |  |  |  |  |
| 8 | If find the bugs then fixed it |  |  |  |  |  |  |  |  |  |  |  |  |
| 9 | Give to project client testing purpose |  |  |  |  |  |  |  |  |  |  |  |  |
| 10 | If any issue or change |  |  |  |  |  |  |  |  |  |  |  |  |
| 11 | Deployment/Launch |  |  |  |  |  |  |  |  |  |  |  |  |
| 12 | Feedback |  |  |  |  |  |  |  |  |  |  |  |  |

**Project Planning Worksheet**

|  |  |  |  |  |  |
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| **Sr. No.** | **Description** | **Planned Days** | **Completed Days** | **Actual date of submission** | **Sign.** |
|  | RFI Sheet |  |  |  |  |
|  | Inputs from client, interaction with client, consultant, site visit as per requirement |  |  |  |  |
|  | Designing DFD ,ERD, Flow chart diagram |  |  |  |  |
|  | Creating Database |  |  |  |  |
|  | Designing the form |  |  |  |  |
|  | Add the backend functionality |  |  |  |  |
|  | Testing manually |  |  |  |  |
|  | If find the bugs then fixed it |  |  |  |  |
|  | Give to project client testing purpose |  |  |  |  |
|  | If any issue or change |  |  |  |  |
|  | Deployment/Launch |  |  |  |  |
|  | Feedback |  |  |  |  |

**Reasons for Delay of the Projects**

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| --- | --- | --- | --- | --- |
| **Sr. No.** | **Reasons for delay** | **Root Cause Analysis** | **Corrective Action Taken** | **Preventive Action Taken** |
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| **Prepared By:** | **Management Representative** | **Approved By:** | **Director & CEO** |
| **Md. Nadeem Shaikh** |  | **Mr. Prasad Pawar** |  |