**Action Plan**

**for**

**Bakery Management System**

**Version 1.0 approved**

**Prepared by Group 4**

Action Items for

Action Item Number: 1 Owner: Group 4 Due Date: 2024-08-01

Description of Activity: Define project scope and objectives.

Deliverable(s): Project scope document

Resources Needed: Project manager, stakeholders.

Action Item Number: 2 Owner: Group 4 Due Date: 2024-08-15

Description of Activity: Design the database schema for the Bakery Management System.

Deliverable(s): Database schema document.

Resources Needed: Database designer, DBMS software.

Action Item Number: 3 Owner: Group 4 Due Date: 2024-09-05

Description of Activity: Develop the inventory management module.

Deliverable(s): Inventory management module, documentation

Resources Needed: Backend developer, frontend developer.

Action Item Number: 4 Owner: Group 4 Due Date: 2024-09-05

Description of Activity: Implement the sales tracking feature.

Deliverable(s): Sales tracking module, user guides.

Resources Needed: Full-stack developer, UI/UX designer.

Action Item Number: 5 Owner: Group 4 Due Date: 2024-09-20

Description of Activity: Develop the customer management module.

Deliverable(s): Customer management module, documentation.

Resources Needed: Backend developer, frontend developer.

Action Item Number: 6 Owner: Group 4 Due Date: 2024-09-05

Description of Activity: Integrate payment processing system.

Deliverable(s): Payment integration, test cases.

Resources Needed: Software developer, payment gateway API.

Action Item Number: 7 Owner: Group 4 Due Date: 2024-09-05

Description of Activity: Create reporting and analytics features.

Deliverable(s): Reporting module, analytics dashboard.

Resources Needed: Data analyst, report designer.

Action Item Number: 8 Owner: Group 4 Due Date: 2024-11-20

Description of Activity: Test the complete Bakery Management System.

Deliverable(s): Test reports, bug fixes.

Resources Needed: QA tester, test manager.

Action Item Number: 9 Owner: Group 4 Due Date: 2024-12-05

Description of Activity: Launch the Bakery Management System and provide training.

Deliverable(s): Launched system, training materials, training sessions.

Resources Needed: Training team, technical support.

Action Item Number: 10 Owner: Group 4 Due Date: 2024-12-05

Description of Activity Develop the supplier management module.

Deliverable(s): Supplier management module, documentation. Launched system, training materials, training sessions.

Resources Needed: Backend developer, frontend developer.

Action Item Number: 11 Owner: Group 4 Due Date: 2024-12-30

Description of Activity: Implement a notification system for order updates.

Deliverable(s): Notification system, user guides.

Resources Needed: Full-stack developer, UI/UX designer.

Action Item Number: 12 Owner: Group 4 Due Date: 2024-01-15

Description of Activity: Integrate social media sharing features.

Deliverable(s): Social media integration, test cases.

Resources Needed: Software developer, social media API.

Action Plan Tracking for

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| Action Item Number | Date Started | Date Completed | Comments |
| 1 | 2024-07-15 | 2024-07-30 | Completed as planned. |
| 2 | 2024-07-30 | 2024-08-15 | On track. |
| 3 | 2024-08-16 | 2024-09-01 | Development ongoing. |
| 4 | 2024-09-02 | 2024-09-18 | Initial testing done. |
| 5 | 2024-09-19 | 2024-10-01 | Development ongoing. |
| 6 | 2024-10-02 | |  | | --- | |  |  |  | | --- | | 2024-10-15 | | Integration in progress. |
| 7 | 2024-10-16 | 2024-10-30 | Design review complete. |
| 8 | 2024-11-01 | 2024-11-15 | Testing phase. |
| 9 | 2024-12-01 | 2024-12-15 | |  | | --- | |  |  |  | | --- | | Training completed. | |
| 10 | 2024-12-16 | 2024-12-30 | Development ongoing. |
| 11 | 2024-12-31 | 2025-01-14 | Initial testing done. |
| 12 | 2025-01-15 | 2025-01-29 | Social media APIs integrated. |