

Vanier College
Faculty of Science and Technology
System Development
420-436-VA

Deliverable 01

Green Team
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In collaboration with Muhammad Zahid Hussain

We, the Green Team, certify that this assignment is our own work

I, Andy-Tason Nguyen-Chao, student ID# 2071047, certify that I have contributed to this deliverable, A.T.N.C.

I, Md Saqliyan Islam, student ID# 2062427, certify that I have contributed to this deliverable, M.S.I.

I, Uraib Ahmed Lakhani, student ID# 2049924, certify that I have contributed to this deliverable, U.A.L

I, Damiano Visalli, student ID# 2062581, certify that I have contributed to this deliverable, D.V

I, Yassine El Yamani, student ID# 2059045, certify that I have contributed to this deliverable, Y.E

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Executive Overview

The project being presented is a working web application for a company. Our client, Muhammad Zahid Hussain, is a business owner in Laval. His business offers extravagant, quality, travel arrangements. To achieve this web application prototype, our team has to organize weekly meetings. In these meetings, team members will have to discuss the current status of the project, the planning, and the separation of tasks. The approach will also include routine meetings with our clients to stay up to their demands and to keep the clients informed of the project's progress. The primary contact for our team for the correspondence with the client will be Uraib.

Our Team will be using discord as our communication method. GitHub will act as our shared cloud storage/repository. As for our project planning, it will be done using Microsoft Project, where we will list each of the tasks, its estimated work time, start/end dates, the sequencing, and the members who were assigned to do them. (see Project Plan).

For each deliverable over the course of the semester, a new team leader will be chosen in accordance with the general project requirements. Additionally, each assignment will be allocated while considering the capabilities and skills of each team member, but adjustments may be made as a result of outside influences.

Client/Sponsor

Our client's name is Muhammad Zahid Hussain, he runs a travel agency called Voyages Zawss Travel & Tours. He books airplane tickets for people who need to travel anywhere. Mr. Zahid's clients are primarily tourists who book tickets through him to visit countries.

Mr. Zahid is not tech savvy and mostly does all his work manually through phone/emails or paper.

Our client's main business problem is making a functional website application for clients to use to have quotes and/or make inquiries. He needs a professional travel agency website application that allows clients to enter their information to receive quotes. He currently has to get all the client's information through the phone to present them with a quote for a flight and he wants to make things easier by having a website that can take in said information and store it. He also wants customers to have the ability to ask questions.



Team Organization

Meeting Schedule

We have scheduled our meetings during those times:

- Wednesdays, 10:30 - 12:30 (On Campus - Mandatory)
- Thursdays, 14:00 - 16:00 (On Campus / Online - Optional)
- During this course's class time

Shown below are examples of agendas of our meetings:

First Meeting

Tasks	Status	Time
Introduction	Done	3 minutes
Deciding the way of Communication used	Done	1 minute
Deciding which tools is going to be used	Done	15 minutes
Deciding the meeting times	Done	5 minutes
Deciding the types of project	Done	10 minutes
Deciding the types of client & potential clients	Done	15 minutes
Allocation of tasks for next meeting	Done	10 minutes

Second Meeting

Tasks	Status	Time
Recap	Done	5 minutes
Email Reviewing	Done	10 minutes
Next Meeting Scheduling	Done	10 minutes

Our meeting agendas' are recorded on a markdown file that is saved on our GitHub Repository linked below:

- https://github.com/DHay10/SysDev_ProjectF22/blob/main/Meetings_Report.md

Repositories

We have decided to use GitHub as our repository service for the project files and written documents. We chose this cloud service especially for keeping track of version histories, updating descriptions, and being able to make branches to aid with the team-related parts of the project. The GitHub is linked below, as well as our GitHub usernames.

- GitHub URL: https://github.com/DHay10/SysDev_ProjectF22

Andy-Tason Nguyen-Chao	DHay10
Uraib Ahmed Lakhani	uraiblakhani2
Damiano Visalli	damianovisa
Yassine El Yamani	YassElya
Md Saqliyan Islam	SaqSaq815

Communication

Most communications will be held on Discord. It is a popular platform for hosting video calls, sending tasks, organizing files, and sharing them. All team members agreed to use this platform since we are more or less accustomed to it. We also ensure that the following rules during team communications:

- Respect other team members:
 - Be open-minded to any presented ideas
 - Allow for a fluid conversation during meetings
 - It is preferred for a final decision to be made from a consensus
- Any private personal information, such as phone numbers, shall be shared within public documents for privacy concerns of both, team members and the client
- Discord URL: <https://discord.gg/bHPu67HNFD>

Synchronous Meetings

The schedule for team meetings is explained in the above section, *Meeting Schedule*, and these will be held during our common breaks after class time on campus. This ensures that most members will be able to attend and prevent commute during weekends to meet in person.

There will also be meetings with our clients during their availabilities for the purpose to inform about updates and changes, and reaffirming preferences from the clients. Our main point of contact will be through Uraib since he is related to our client and the meetings will be through calls on WhatsApp and SMS. The reports of the meetings will then be shared on discord for the non-participating members.

Areas of Responsibility

Even if most tasks and responsibilities will be shared among the team members, a few of them will be carried by the same member during the entire project:

- Uraib Ahmed Lakhani will be our main contact point with our client throughout the entirety of the project. It is a choice made for the comfort of the said client who is acquainted with Uraib.
- Andy-Tason Nguyen-Chao will be the main writer of meetings' agendas and will also be the reviewer and editor of all documents prior to submission.

As for the responsibilities that remain shared between our team's members:

- There will be a different team leader, chosen by our teacher, for each deliverable throughout the project.
- The Team Leader will also attend meetings with the client, giving the chance for each team member to meet the said client and participate.

Team Leader Rotation

Deliverables	Team Leader
1. Project plan	Yassine
2. Client and business domain summaries, questionnaire	Damiano
3. Analysis - Use cases, UML Diagrams	Uraib
4. Requirements - User stories	Saqliyan
5. Prototype and client comments	Uraib
6. DB design	Saqliyan, Andy
7. Implementation and client comments	Damiano, Uraib, Yassine

Contact Information

Here will be found the contact information of our team's members which will only be personal emails, due to privacy reasons and for the simple reason that it is the easiest to reach.

Andy-Tason Nguyen-Chao	son-ta@hotmail.fr	Uraib Ahmed Lakhani	uraiblakhani2002@gmail.com
Damiano Visalli	damianovisa@gmail.com	Yassine El Yamani	yasselyamani@gmail.com
Md Saqliyan Islam	mdsaqliyanislam123@gmail.com		

Client Contact

Two team members will always be present during our client meeting. The first one will be Uraib Ahmed Lakhani, as he is acquainted with Mr. Muhammad which will make it more comfortable during communications. As for the second, it will be the appointed team leader of the deliverable currently made. This allows for a more fluid meeting as one person will be asking questions, while one would take notes as a way to record the information that will be used for the project and the non-participating team members.


- Email: info@voyageszawsstravel.ca
- Current Website: <http://voyageszawsstravel.ca/>
- Whatsapp: +1 (514) 944-5786

Reports

We have decided on steps to proceed with all deliverables of this project:

- It is obligatory to hold a meeting with one of the subjects being the division of the work for the said deliverable
- The Team Leader must ensure that each member completed their respective tasks and signed the document
- Andy-Tason will be tasked to review each document and edit the layouts and designs
- As the final step, The Team Leader must make a final review of the document and ensure that every task is done before submission from every member

Project Plan

Gantt chart:  Green_Gantt-Chart.pdf

https://drive.google.com/file/d/12GmE1s6mVQs97p9O-BelQTqfpg1ZCbD4/view?usp=s_haring

