

SOFTWARE ENGINEERING

ASSIGNMENT PART 2

Project Management Document

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1. Introduction

1.1 Background

COVID-19 has had an enormous effect all over the world on health, the economy, and industries. The UK Government has introduced the NHS Test and Trace Program to help them trace the spread of the coronavirus and isolate new infections.

1.2 Purpose of the Document

This is a Project Management Document for our company Successful Partners Software (SPSoft) which is tasked to create a Test and Trace software platform namely TTS.COVID-19 for the NHS. We aim to quickly reach potentially infected individuals to prevent the spread of the COVID 19 infection. The requirement is outlined in the project proposal section and extracted from <https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works#contents>

1.3 Scope of the Document

This document will outline the steps that will be taken to complete a project. It defines a project's scale, objectives, schedule, timetable, and deliverables, and it's crucial for keeping it on track.

It aims to document and anticipate or identify as many challenges as possible, as well as to schedule, plan, and measures to ensure that the project is completed effectively against all risks.

1.4 Overview of the Document

This document will be organised as follows:

Section 2: An updated project plan showing phases, deliverables, and tasks' dependency, if any.

2.1 Changes to the project plan during the life cycle of the project

2.2 Updates for the elaboration phase

2.3 Updates for the construction phase

2.4 Updates for the transition phase

Section 3: Minutes of Group Meetings

2. An updated project plan showing phases, deliverables, and tasks' dependency, if any.

2.1 Changes to the project plan during the life cycle of the project

[illegible]

The above screenshot is about the updated Project Schedule for Group B4V. Using the Excel Spreadsheets, we were able to create the Project Schedule. It will show the phases, deliverables, and task dependency. Compared to the Initial Project Schedule, there have been Several Changes made.

In the above screenshot, you can see the Inception phase. Within each phase, you will see who has been assigned on each task, and the start-end date. Each phase is also in greater detail compared to the Initial Project Schedule. This makes the Project Schedule easier to understand.

2.2 Updates for the elaboration phase

The Project Schedule has other more phases: Elaboration Phase, Construction Phase and Transition Phase. The screenshot shown above is the Elaboration Phase. In this phase, we evaluate and study our project, we work on our use-cases and other software diagrams to provide a better sight of our system. Major changes have been done to this phase. The tasks are now in greater detail, it also shows who is it assigned to, the progress of the task, and the start-end date of the specific task.

2.3 Updates for the construction phase

					Display Week:		22			19 Apr 2021							26 Apr 2021							3 May 2021							10 May 2021							17 May 2021															
										19	20	21	22	23	24	25	26	27	28	29	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21											
Task	Assigned To	Progress	Start	End	M							T							W							T							F							S							S						
Construction Phase																																																					
1. Use "4+1 views" model of software architecture to describe the Implementation/Component views of the anticipated system's architecture.	Lean / Vince / Luke	100%	26/4/21	5/5/21																																																	
2. TTS.COVID-19 Software prototype developed	Luke	100%	26/4/21	10/5/21																																																	
3. Testing Plan including testing strategies/methods	Group	100%	10/5/21	17/5/21																																																	
4. Test cases and results	Group	100%	10/5/21	21/5/21																																																	
5. Making a document for mechanism of tests	Luke	100%	21/5/21	22/5/21																																																	

The screenshot above is the Construction Phase. This is phase focuses on the construction of the system, to be able to develop the system in such a way that it is ready for testing. Major changes have also been made to this phase. Such as adding more task than the initial project plan. It is also detailed better than before. It also shows the progress and start-end date of each task.

2.4 Updates for the transition phase

Project Schedule by Group B4V : Lean Bernardo , Harry Bishop, Daniel Brown, Luke Butterick and Vince Verdadero					Project Start: Mon, 23/11/2020		<div><div></div></div>																																		
					Display Week: 24		3 May 2021							10 May 2021							17 May 2021							24 May 2021							31 May 2021						
							3	4	5	6	7	8	9	10	11	12	13	14	#	#	#	#	#	21	22	23	24	25	26	27	28	29	30	31							
Task	Assigned To	Progress	Start	End	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S		
Transition Phase																																									
1. Fix and improve upon any areas that need changes	Group	100%	10/5/21	21/5/21																																					
2. Write individual reflective report	Group	100%	27/4/21	21/5/21																																					

The fourth phase is the Transition Phase, this phase focuses on transforming the software according to feedback. Changes can be done in this phase to improve the quality of the system and other documents.

In the screenshot provided above, new features have also been added. We made a scrollbar to allow the user to scroll the lifecycle of the whole Project Schedule, with this you will be able to see the progress easily from November 23, 2020, to May 23, 2021.

3. Minutes of group meetings

GROUP MEETING 1
2/12/2020

Topics Discussed and Times

Time	Content
13:00	Introduce the Project
13:15	Discuss our strengths and weaknesses
13:30	Shared ideas on handling the project.
13:40	Assigned tasks to each team member
13:50	Discussed goals to meet before next meeting

Attendees

Name	Signature
Lean Bernardo	
Harry Bishop	
Daniel Brown	
Luke Butterick	
Vince Verdadero	Vince Verdadero

GROUP MEETING 2
16/12/2020

Topics Discussed and Times

Time	Content
14:00	Recap about the last meeting
14:10	Discussed the introduction
14:30	Brainstorming about the advantages of TTS.COVID-19 software
15:10	Updates on the tasks assigned each team member
16:00	Discussed goals to meet before next meeting

Attendees

Name	Signature
Lean Bernardo	
Harry Bishop	
Daniel Brown	
Luke Butterick	
Vince Verdadero	

GROUP MEETING 3
13/01/2021

Topics Discussed and Times

Time	Content
14:00	Updates about the progress of work
14:05	Remind about the deadline of the Project Proposal
14:30	Discussed the use-cases
15:30	Took feedbacks from Tutor
15:40	Changes made from the feedback
15:55	Discussed goals to meet before next meeting

Attendees

Name	Signature
Lean Bernardo	
Harry Bishop	
Daniel Brown	
Luke Butterick	
Vince Verdadero	Vince Verdadero

GROUP MEETING 4
20/01/2021

Topics Discussed and Times

Time	Content
14:00	Finalise the Project Proposal Document
14:05	Updates if there is any help needed on the tasks
14:15	Checked the list of tasks that need to be done
14:20	Finish parts that are not done
15:30	Showed draft to our tutor and took feedback from it
15:40	Changes made with the help of the tutor's feedback
15:50	Finalised the document, Run through the whole document
16:00	Discussed goals to meet before next meeting

Attendees

Name	Signature
Lean Bernardo	
Harry Bishop	
Daniel Brown	
Luke Butterick	
Vince Verdadero	

GROUP MEETING 5
15/02/2021

Topics Discussed and Times

Time	Content
15:00	Feedback of Project Proposal given
15:03	Checked the whole document on what needs to be improved
15:30	Asked questions to the tutor about the feedback given
16:00	Discussed Requirement Specification Document
17:00	Discussed goals to meet before next meeting

Attendees

Name	Signature
Lean Bernardo	
Harry Bishop	
Daniel Brown	
Luke Butterick	
Vince Verdadero	

GROUP MEETING 6
22/02/2021

Topics Discussed and Times

Time	Content
15:00	Updates on the changes made on the document
15:15	Each member chose a use-case to prioritise
15:30	Brainstormed about the use-case and actors
16:10	Discussed the MammoGrid
17:00	Discussed goals to meet before next meeting

Attendees

Name	Signature
Lean Bernardo	
Harry Bishop	
Daniel Brown	
Luke Butterick	
Vince Verdadero	

GROUP MEETING 7
1/03/2021

Topics Discussed and Times

Time	Content
15:00	Updates about the use-cases
15:30	Showed our tutor our use-cases
15:50	Asked questions about Mammogrid to our tutor
16:50	Set deadlines about each team member's Mammogrid
17:00	Discussed goals to meet before next meeting

Attendees

Name	Signature
Lean Bernardo	
Harry Bishop	
Daniel Brown	
Luke Butterick	
Vince Verdadero	

GROUP MEETING 8
8/03/2021

Topics Discussed and Times

Time	Content
15:00	Compiled all the MammoGrid of each team member
15:30	Changes made to Luke's Mammogrid
16:10	Discussed the next tasks that need to be done (e.g. Class diagram)
17:00	Discussed goals to meet before next meeting

Attendees

Name	Signature
Lean Bernardo	
Harry Bishop	
Daniel Brown	
Luke Butterick	
Vince Verdadero	

GROUP MEETING 9
15/03/2021

Topics Discussed and Times

Time	Content
15:00	Finalised all the Mammogrid
15:45	Discussed the Class diagram
16:10	Asked questions to tutor about class diagram
16:20	Brainstorm about the classes and what is in the system
16:55	Set a meeting to work on the class diagram

Attendees

Name	Signature
Lean Bernardo	
Harry Bishop	
Daniel Brown	
Luke Butterick	
Vince Verdadero	

GROUP MEETING 10
17/03/2021

Topics Discussed and Times

Time	Content
15:00	Work on class diagram
15:03	Hop on Blackboard Collaborate
15:55	Finalised the class diagram draft
16:00	Discussed what we need to do on the next practical

Attendees

Name	Signature
Lean Bernardo	
Harry Bishop	
Daniel Brown	
Luke Butterick	
Vince Verdadero	

GROUP MEETING 11
22/03/2021

Topics Discussed and Times

Time	Content
15:00	Prepare our class diagram draft
15:15	Discussed sequence diagram
15:30	Showed our tutor our class diagram
16:00	Changed made from tutor's feedback
17:00	Set a meeting to finalise the class diagram

Attendees

Name	Signature
Lean Bernardo	
Harry Bishop	
Daniel Brown	
Luke Butterick	
Vince Verdadero	

GROUP MEETING 12
24/03/2021

Topics Discussed and Times

Time	Content
14:00	Recap about the changes that need to be done in our class diagram
14:10	Shared all ideas to improve more the class diagram
17:00	Discussed the goal for the next practical

Attendees


Name	Signature
Lean Bernardo	
Harry Bishop	
Daniel Brown	
Luke Butterick	
Vince Verdadero	

GROUP MEETING 13
12/04/2021

Topics Discussed and Times

Time	Content
15:00	Discussed the Solution Architecture Document
15:10	Shared ideas about 4+1 views
15:30	Discussed their interpretation of the document
16:45	Discussed prototype, set a deadline
17:00	Discussed goals to meet before next meeting

Attendees

Name	Signature
Lean Bernardo	
Harry Bishop	
Daniel Brown	
Luke Butterick	
Vince Verdadero	

GROUP MEETING 14
14/04/2021

Topics Discussed and Times

Time	Content
15:00	Updates about Solution Architecture document
15:15	Made diagrams
15:30	Asked our tutor about the Solution Architecture document
17:55	Discussed validating on finished documents

Attendees


Name	Signature
Lean Bernardo	
Harry Bishop	
Daniel Brown	
Luke Butterick	
Vince Verdadero	

GROUP MEETING 15
19/04/2021

Topics Discussed and Times

Time	Content
15:00	Updates about Solution Architecture document
15:15	Discussed the test case plan
15:30	Updates about prototype
16:00	Discussion with the tutor about Testing Document
17:00	Finalised documents on Solution Architecture Document

Attendees

Name	Signature
Lean Bernardo	
Harry Bishop	
Daniel Brown	
Luke Butterick	
Vince Verdadero	

GROUP MEETING 16
13/05/2021

Topics Discussed and Times

Time	Content
14:00	Validate Requirement Specification Document
14:15	Use case diagram changes
15:00	Finalised the Requirement Specification Document

Attendees

Name	Signature
Lean Bernardo	
Harry Bishop	
Daniel Brown	
Luke Butterick	
Vince Verdadero	

GROUP MEETING 17
18/05/2021

Topics Discussed and Times

Time	Content
14:00	Discussed test cases and results
13:30	Correct any problems
14:05	Check all 5 documents
17:00	Finalised all 5 documents

Attendees

Name	Signature
Lean Bernardo	
Harry Bishop	
Daniel Brown	
Luke Butterick	
Vince Verdadero	