Process report

TEAM META

# The team

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Project plan

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# Formal client

Client: Mr. Stevens

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# Current situation

The client needs a way to store information about people attending the event.

Help is needed with organizing everything IT-related in regards to the event to be hosted.

# Problem description

Event atendees have no easy way to pay for drinks/food and activities. Entering the camp and the event grounds is slow and painful. Purchasing tickets for the event is very troublesome and uncomfortable.

# Project goal

Creating a well-designed website, databases, applications for different staff-positions. Visitors should be able to pay without carrying cash. The website should be used for making a reservation easily and effortlessly. The databases should contain a real-time information for every visitor and their status.

# Deliverables and non-deliverables

Our deliverables are going to be the following:

* Website for information and event registration
* Databases tracking information about the people attending the event and their money balance, purchases history and status
* Different applications for the different roles of the staff at the event
* Manuals explaining how to use the staff applications

Our non-deliverables are going to be:

* Hardware
* Hosting of services
* Deployment of software and DB
* Organization of the event
* Teaching the staff to use the software

# Plan

- Create first version of website with HTML, CSS and JS;

- Setup DB;

- Improve website, so core features are available: registration, information;

- Implement identification mechanism of people attending the event;

- Create the staff applications and connect them to the DB;

- Perform quality assessment of the applications and improve them accordingly;

- Bring the website up to version 3 and add social media support;

- QA the website and polish it;

# Constraints

* Time constraint: We have a time limitation of 8 x 28 hours.
* The entire project is not going to take more than 7 months from the start of the project.
* We are limited to a maximum of 4 people working on the project.

# Risks

* The final product could not be unique in the market. This will be discussed with the client at the first meeting when showing the research report.
  + Probability  
    Very high
  + Impact  
    Minor, this problem is going to occur for sure, but resolving it is a matter of good marketing and having a high quality product. The impact of the problem to this project is minor, because if the product meets the agreed specifications and quality, the client will have a good quality product for a reasonable price.
  + Solution  
    Since we cannot influence rival companies, a possible solution could be adding some extra features to the device, or advising the client to invest in advertising, to make the product well known and preferred by users.

12. Appendix C: Peer-reviews

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