Project plan

TEAM META

# Formal client

Client: Mr. Stevens

Address:

E-mail:

Phone:

# The team

* Team leader

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# Current situation

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

The client needs help with organizing everything IT-related in regards to an event he is hosting.

# Problem description

They have not 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.