

Project Plan

Opportune

Primary Instructor	Anjana Shah
Team Member	Michael Mocioiu
Team Member	Leonid Serebryannikov

Document Revision History

Revision #	Date
1	2024-11-01
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1. Executive Summary

The following describes the project to be executed.

Objective	To develop a platform intended to connect job-seekers and employers. The platform will be oriented to a younger demographic of job-seekers, primarily students, travellers, and immigrants in the 18-25 age group. The platform will also place a greater emphasis on transparency and soft skills.
Corporate Goals Addressed	<ol style="list-style-type: none"> 1. Modern job finder platforms aren't oriented towards/designed considering genZ and later generations' sensibilities 2. Modern job platforms do not offer a good presentation of applicants' personality or ability 3. A dedicated short term job board would be great for students and travellers 4. Short term employers and volunteer seekers (and those looking to connect with them) need a platform that will be more oriented towards their needs 5. Modern job boards do not have much protection for job seekers against bad actor employers
Planned Start Date	2024-09-03
Planned End Date	2025-03-27

2. Project Approvers, Reviews and Distribution List

Approvers, reviewers and distribution list

Project Role	Name	E-mail	Date
Team Lead, Back-End Developer	Michael Mocioiu	101459108@georgebrown.ca	2024-11-01
Front-End Developer	Leonid Serebryannikov	101468805@georgebrown.ca	2024-11-01

3. Scope

Define the sum total of all of its products and their requirements or features.

In Scope	Out of Scope
User Accounts: Registration for employers and job seekers should be different.	Career/Profession Tools: Opportune is not designed for professionals to build their careers.
Profiles: managing employer profiles and job-seeker profiles with personality and soft skills.	LLM AI Features: Opportune will not use large language model AI technology (i.e resume analysis, text generation)
Job Listings: posting, searching, and filtering jobs by a lot of criteria. Can be temporary jobs, volunteer positions, freelance work, or one time tasks (i.e furniture assembly, help with moving).	Live Job Market Analytics: Opportune will not have the functionality to provide users with real-time job market analytics, outside of presenting volumes of listings
Review functionality: Users can leave reviews on employers and vice versa, to introduce more accountability.	Internal HR Systems Integration: At the moment, the scope of our project does not provide integration with internal HR systems of companies
Notifications: real-time email notifications.	Advanced Training and Courses: At the moment, the scope of our project does not provide hosting and training modules or educational resources for skill development
Administrative Dashboard: Job posting management for employers.	Matching/Preference Algorithm: Personality-based match, lifestyle, and skills.
Dynamic and Responsive UI: The UI will be designed with a sleek modern style that is oriented to the sensibilities of the 18-25 demographic, across all platforms.	Verified Accounts: Users can verify their identity and address, employers can filter for verified residents
Messaging: In-app messaging	

4. Deliverables

This project will deliver the following.

Deliverable	Description
Project Plan Documentation	Multiple documents outlining the objective, scope, and general plan for project management and completion.
Functional and User-Centric Website	Primary access point for the platform, will have all functionalities built into it (account creation and management, job posting/seeking, communications, etc)
Authentication Module	Secure login and signup for all type of users
Profile Management	Employer and job-seeker profiles.
Job Postings	Posting and manage job opportunities
Notifications	Real-time notifications for users
Responsive UI	Sleek modern style
Testing & QA	Ensure functionality and quality
User guides	Documentation and tutorials

5. Assumptions

This project makes the following assumptions;

1. Team members are available as planned
2. Required technologies and tools are available
3. Job seekers and recruiters will accept the app, and it will be utilized actively
4. Third-party services will be reliable
5. Data and employment regulations will be followed
6. Market demand facilitates opportunity
7. The data from the users is valid

6. Dependencies

The following are the internal and external dependencies that will have to be acknowledged and addressed;

Back-end	Front-end	Hosting Services
Node.js	Vue.js	A reliable and cost effective hosting provider to be determined at a later date
LinkedIn, Indeed API		

7. Risk Management

Potential Risk	Severity (H/M/L)	Likelihood (H/M/L)	Management Strategy
Development Delays	High	Medium	Implement agile methodologies and monitor progress regularly
Technical Issues	High	Medium	Involve experienced developers, allocate time for troubleshooting
Low User Adoption	Medium	Medium	Conduct market research and implement effective marketing strategies
Security Concerns	High	Low	Implement strong and scalable security measures
Dependency Failures	Medium	Low	Select reliable third-party providers and have backup solutions
Market Competition	Medium	Medium	Continuously innovate and differentiate the application with unique features
User Privacy Concerns	High	Low	Implement transparent privacy policies and ensure secure data handling

8. Communication

Reporting

The following reports will be produced;

Report	Audience	Frequency
Project Status Report	Project Team	Bi-Weekly
Development Progress Report	Project Manager, leading of front-end and back-end development	Bi-weekly

Meetings

The following meetings/communication will be established;

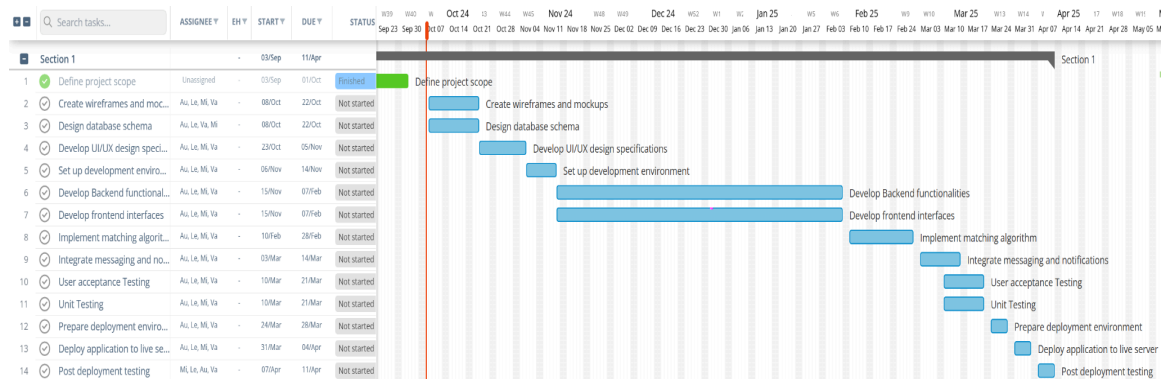
Meeting	Purpose	Attendees	Frequency
Weekly Team Meeting	Discuss progress, issues, and next steps	All project team members	Weekly
Sprint Planning	Plan tasks for the upcoming sprint	All project team members	Every Sprint
Sprint Review	Review completed work	All project team members	Every Sprint

9. Task Listing (WBS- Work Breakdown Structure)

The following resource proposal template summarizes the resource hours committed to this project, upon final approval of this document.

Reference	Tasks	Duration	Dependency
A	Project Initiation	2 weeks	-
B	Design Phase - Wireframes and mockups - Design Database schema - Develop UI/UX design specifications	4 weeks	A
C	Development Phase - Set up development environment - Develop backend functionalities - Develop frontend interfaces - Implement matching algorithm - Integrate messaging and notifications systems - Integrate reviews system	10 weeks	B
D	Testing Phase - User Acceptance Testing - Unit testing	1 weeks	C
E	Deployment and Launch - Prepare Deployment environment - Deploy application to live server - Post-deployment testing	1 weeks	D

10. Gantt Chart



11. Milestones

Major Activity or Milestone	Estimated Milestone Target date	Owner/Reviewer Team Members
Project Kickoff	2024-09-03	All team members
Design Phase Completion	2024-11-08	All team members
Start of Development Phase	2024-11-08	All team members
Completion of Database Functionality	2025-01-16	All team members
Completion of User Management	2025-01-23	All team members
Completion of Profile Management	2025-02-04	All team members
Completion of Listing Management	2025-02-16	All team members
Completion of Review Management	2025-02-28	All team members
Implementation of Notification + Messaging Functionality	2025-03-10	All team members
Completion of Front-End Design	2025-03-15	All team members
Development Complete	2025-03-17	All team members
Testing Phase Completion	2025-03-24	All team members
Application Deployment	2025-03-27	All team members
Official Launch	2025-03-27	All team members

12. RAM – Responsibility Assignment Matrix

Assignment	Responsible	Informed	Consulted	Supportive
Symbol	R	I	C	S

Task	Michael (Back-end)	Leonid (Front-end)
Define project scope	R	R
Create wireframes and mockups	S	R
Design database schema	R	C
Develop UI/UX specifications	S	R
Set up development environment	R	R
Develop backend functionalities	R	S
Develop frontend interfaces	S	R
Integrate notifications	R	S
Integrate reviews system	R	S
User Acceptance Testing (UAT)	S	R
Prepare deployment environment	S	R
Deploy application	R	R
Post-deployment testing	R	R

13. Approval

The signatures below indicate their approval of the contents of this document.

Project Role	Name	Signature	Date
Back-End Developer	Michael Mocioiu	I Approve	2025-02-02
Front-End Developer	Leonid Serebryannikov	I Approve	2025-02-02