Project Launching Plan

--By Team Special Feel Good

**Members**

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| --- | --- |
| Team Leader | Xinsong Xu |
| Development Manager | Zhibin Zeng |
| Planning Manager | Yinming Wu |
| Quality/Process Manager | Chutian Xiao |
| Support Manager | Maoming Liu |

**Goal**

Team Goal 1: Develop a Training Management System for SSE of BUPT

– Measure 1.1：Percent of defect found before the first compile

（Process Yield）：80％

– Measure 1.2：Number of defects found in system test：0

– Measure 1.3 ： Requirements functions included at project completion：100％

Team Goal 2：Run a productive and well-managed project.

– Measure 2.1：Error in estimated product size：<20％

– Measure 2.2：Error in estimated development hours：<20％

– Measure 2.3：Percent of data recorded and entered in project notebook：100％

Team Goal 3：Finish at the end of April.

– Measure 3.1：Days early or late in completing the development cycle：1

Team Member Goals：

–Team Leader:

• Build and Maintain an effective team;

• Motivate all team members to work aggressively on the project;

• Resolve all the issues team members bring to you;

• Keep the instructor fully informed about the team’s progress；

• Perform effectively as the team’s meeting facilitator.

–Development Manager:

• Produce a superior product;

• Fully use the team members’ skill and ability.

–Planning Manager:

• Produce a complete, precise, and accurate plan for team and every team member;

• Accurately report team status every week.

–Quality/Process Manager:

• Make sure that all team members accurately report and properly use TSPi process data;

• Make sure that the team faithfully follows the TSPi and produces a product;

• Make sure that all team inspections are properly moderate and reported;

• Make sure that all team meetings are accurately reported, and the reports are put in the project notebook.

–Support Manager:

• The team has suitable tools and methods to support its work;

• No unauthorized changes are made to baselined products;

• All team’s risks and issues are recorded in the risk-tracking system and report each week;

• The team meets its reuse goals for the development cycle.

**Weekly Meeting Time**

10 a.m. Thursday every week.

**Data Requirements**

Before to each weekly meeting, every team member provides a completed personal copy of form WEEK to the planning manager. From these status reports, the planning manager prepares the team's WEEK report and distributes it to the team at their weekly meeting.