PROJECT TITLE

Subject: - Software Project Management

Module Code: - SEN3302

Group Member Name	Index No

- **Group Number**
- **Student Name**
- **Index Number**
- **Submission Date**

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1. Project Background

- Describe the real-world problem.
- Explain the need for the solution.

2. Introduction

- General description of your software.
- Purpose
- Technologies and tools involved (brief mention).

3. Objectives

- Main goals of the system.
- List of specific targets

4. Project Scope

- In-Scope - Clearly list features included.
- Out-of-Scope - List what is excluded from this version. (Already you have defined it in the scope management document. Please use it.)

5. Requirement Gathering

5.1 Methods Used

Interviews, surveys, literature reviews, observation, etc.

5.2 How You Gathered Requirements

Who were the stakeholders? How were the sessions conducted?

5.3 Evidence

Attach photos, interview notes, survey forms, interview evidence, Questionaries or any other evidence.

6. Requirement Specification

6.1 Functional Requirements

6.2 Non-Functional Requirements

7. Milestones with forecast date

8. Work Breakdown Structure (WBS)

Attached your WBS and briefly explain it

9. Gantt Chart

Attached your Gantt Chart and briefly explain it

10. Risk Assessment

11. System Design

11.1 Use Case Diagram

Short explanations of each case.

11.2 ER Diagram

Data relationships and attributes.

11.3 Wireframes basic page layouts and navigation (main interfaces).

11.4 Prototype

Screenshots of the working prototype (or link).

12. Implementation

12.1 Tools & Technologies Used

(Briefly explained and attached the screenshots)

- Front-end: (e.g., React, HTML/CSS)
- Back-end: (e.g., Node.js, Java, PHP)
- Database: (e.g., MySQL, MongoDB)

- Development Tools: (e.g., VS Code, GitHub)

12.2 Development Approach

Agile/Waterfall

12.3 Evidence

Screenshots of Trello board, Slack discussions, Jira, GitHub commits, etc.

13. Testing

13.1 Testing Plan

What was tested (functionalities, UI, performance, security)

Types of testing used (unit testing, integration testing, system testing, user testing)

13.2 Test Cases and Results

Test Case ID	Description	Expected Result	Actual Result	Pass/Fail

13.3 Bug Tracking

How bugs were reported and resolved (include Jira/Trello evidence).

14. Team Evaluation

- Each team member's responsibilities and contribution
- A short paragraph per member about their overall impact on the project.

15. Peer Review

- My Role (What did you do?)
- My Contribution (How did you help the team?).
- Challenges Faced (What was difficult?).
- Team Dynamics (How well did the team work?).
- What Could Be Improved (Self and team feedback).
- One positive point about each peer.

16. Conclusion

- Reflect on the project experience.
- Lessons learned (technical, managerial, teamwork).
- Future improvements.

17. References

List tools, frameworks, libraries, APIs, books, websites, and articles.

18. Appendices

(Include any extra evidence, documents, forms, screenshots, etc.)