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# ACUMEN

## DEVELOPERS



## *Software Engineering*

# *Software Project Planning Document*

*Chloe Norris*  
*Josh Hodges*  
*Dan Overton*  
*Brad Davis*

*Radford University Software Engineering*  
*[www.radford.edu/softeng18](http://www.radford.edu/softeng18)*  
*2/18/10*

## Revisions

Version	Primary Author(s)	Description of Version	Date Completed
Draft Type and Number	Full Name	Information about the revision. This table does not need to be filled in whenever a document is touched, only when the version is being upgraded.	00/00/00

## Review & Approval

### Project Planning Document Approval History

Approving Party	Version Approved	Signature	Date
Project Manager			
Dr. T. L. Lewis			

### Project Planning Document Review History

Reviewer	Version Reviewed	Signature	Date
Group Member			
Group Member			
Group Member			

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## ***Team Information***

*Team Name*

Acumen Developers

*Project Title*

Intellectual Disabilities Agency of the New River Valley  
Online Presence

*Customer Name/Contact Information*

Sheila Roop  
Intellectual Disabilities Agency of the New River Valley

## ***Project Overview***

Establishing a manageable web and social networking presence for the Intellectual Disabilities Agency of the new river valley.

## ***Project Scope***

We will be creating a homepage, Facebook, Twitter, and MissionFish account and interlinking their social networking presence. The Twitter and Facebook accounts will allow people who visit these accounts to be informed about upcoming events and updates either sponsored or advocated by our client. The MissionFish account will allow this non-profit organization to receive donations via online transactions supported by eBay. The website will serve as a portal, providing direction to the social networking sites, MissionFish, and will also provide news and upcoming events.

## ***Project Success***

This project will be considered complete and sufficient when the Facebook, Twitter, and MissionFish accounts are running, active, and are containing information about the client. The Intellectual Disabilities Agency of the New River Valley's homepage will be fully functional, be updated to the client's liking, and will contain links to these accounts.

## ***Project Resources***

### ***Human Resources***

- Dr. Lewis
- Michael Moreno (DePaul)
- Ryan Evans
- Sheila Roop
- Barbara Greenberg
- Acumen Developers

### ***Non-Human Resources***

- Microsoft Office 2007
- Adobe Dreamweaver
- Adobe Photoshop
- Radford University
- Facebook
- Twitter
- eBay

### ***Reusable Resources***

- Software Engineering 8<sup>th</sup> Edition, Sommerville

## ***Key Stakeholders***

### ***Intellectual Disabilities Agency of the NRV***

- Barbara Greenberg
- Shelia Roop

### ***Acumen Developers***

- Josh Hodges
- Chloe Norris
- Dan Overton
- Brad Davis

### ***Radford University***

- Dr. Tracey Lewis

## **Major Risks**

### ***Technology Risks***

- Hardware complications
- eBay, Twitter, or Facebook complications

### ***People Risks***

- Sickness
- Conflict within group
- Delayed communication with client

### ***Requirements Risks***

- Complications with MissionFish Application
- Deadline issues
- Changing of Client's requirements during production

### ***Estimation Risks***

- Lack of time allocated to certain stages in production

## **Minimizing Risks**

### ***Technology Risks***

- Backing up data in regular intervals
- Allocate sufficient time before deadline to

### ***People Risks***

- In the event of sickness roles may be reassigned temporarily
- Allocate sufficient time for client response
- Seek peer mediation if conflicts arise

### ***Requirements Risks***

- Constantly update client on project's progress and make sure all specifications and requirements are clear in the planning stage

### ***Estimation Risks***

- Create an efficient project schedule and stick to it

## ***Project Deliverables/Milestones***

<i>Milestone/Deliverable</i>	<i>Project Manager (Select a PM for each phase)</i>	<i>Scheduled Start</i>	<i>Scheduled Finish</i>
<i>Project Planning</i>	Chloe Norris	Jan 31 <sup>st</sup>	March 1 <sup>st</sup>
<i>Requirements</i>	Dan Overton	March 2 <sup>nd</sup>	March 21 <sup>st</sup>
<i>Design</i>	Josh Hodges	March 22 <sup>nd</sup>	April 4 <sup>th</sup>
<i>Development</i>	Brad Davis	April 6 <sup>th</sup>	April 18 <sup>th</sup>
<i>Presentation</i>	Chloe Norris	April 20 <sup>th</sup>	April 26 <sup>th</sup>
<i>Web Design/ Updates</i>	Josh Hodges & Current Project Manager	Jan 31 <sup>st</sup>	April 26 <sup>th</sup>
















## ***Management Objectives and Priorities***

- Any member of the group that is unable to meet during a scheduled meeting time is responsible for material missed and will receive negative feedback from other team members if no valid excuse is made.
- The team member who was previously responsible will receive negative feedback from fellow team members. If responsible team member is fully unable to complete task, whoever else is the most qualified or has the lightest workload will complete it.
- The Project manager is responsible for contacting client frequently and informing them of any updates; at least once a week, when a major task is completed, or if a problem occurs.

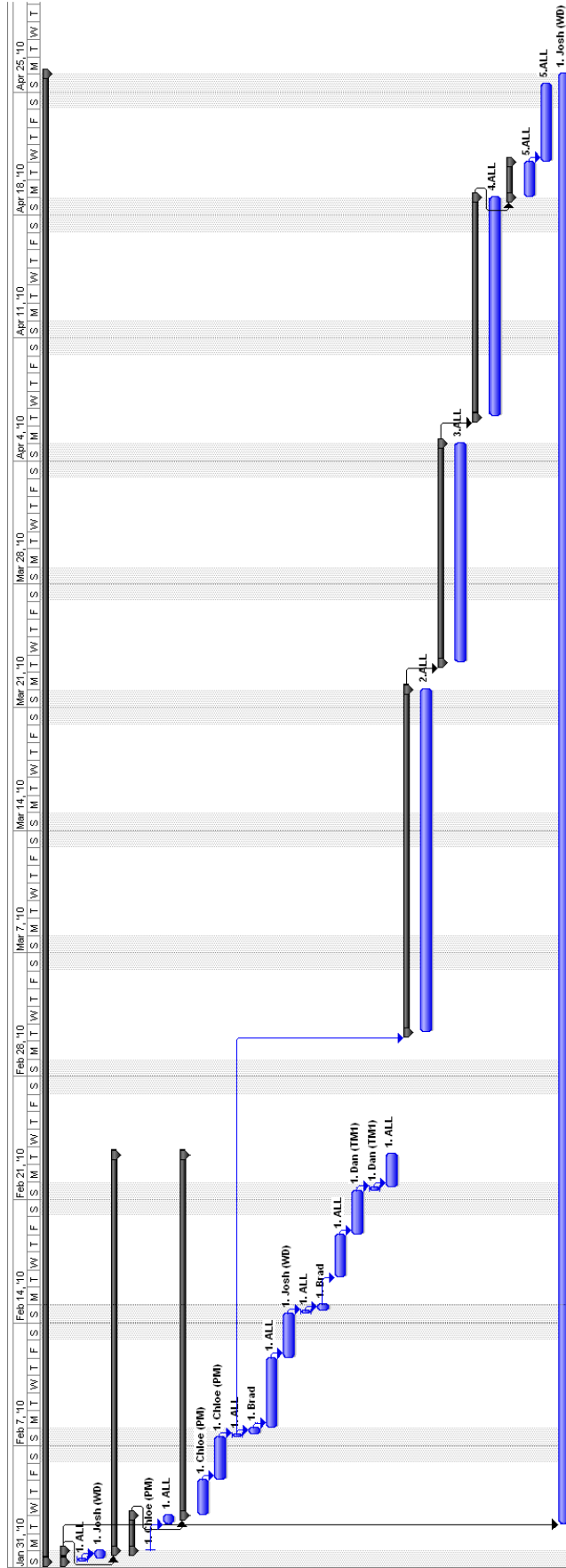
## ***Definitions, Acronyms, and Abbreviations***

- HTML: Hyper Text Markup Language
- CSS: Cascading Style Sheets
- PS: Photoshop
- DW: Dream Weaver
- CMS: Content Management System
- PHP:PHP Hypertext Processor

## Preliminary Schedule

		Task Name	Duration	Start	Finish	Predecessors	Resource Names
1		 <b>Software Engineering Project</b>	<b>48.5 days</b>	<b>Sun 1/31/10</b>	<b>Sun 4/25/10</b>		<b>1. ALL</b>
2		 <b>Initial Team Meeting</b>	<b>2 days</b>	<b>Sun 1/31/10</b>	<b>Sun 1/31/10</b>		<b>1. ALL</b>
3		Logo Design	1 day	Sun 1/31/10	Sun 1/31/10		1. ALL
4		Web Development	1 day	Sun 1/31/10	Sun 1/31/10	3	1. Josh (WD)
5		 <b>Planning</b>	<b>12.25 days</b>	<b>Sun 1/31/10</b>	<b>Tue 2/23/10</b>	<b>2</b>	<b>1. Chloe (PM)</b>
6		 <b>Initial Planning Meeting</b>	<b>1 day</b>	<b>Sun 1/31/10</b>	<b>Tue 2/2/10</b>		<b>1. ALL</b>
7		Assign Roles	0.5 days	Sun 1/31/10	Sun 1/31/10		1. Chloe (PM)
8		Brainstorm	0.5 days	Tue 2/2/10	Tue 2/2/10	7	1. ALL
9		 <b>Write/Organize Document</b>	<b>11.25 days</b>	<b>Tue 2/2/10</b>	<b>Tue 2/23/10</b>	<b>6</b>	<b>1. ALL</b>
10		Team Info	0.25 days	Tue 2/2/10	Thu 2/4/10		1. Chloe (PM)
11		Project Objectives	1 day	Thu 2/4/10	Sun 2/7/10	10	1. Chloe (PM)
12		Scope	1 day	Sun 2/7/10	Sun 2/7/10	11	1. ALL
13		Project Success Criteria	1 day	Sun 2/7/10	Sun 2/7/10	12	1. Brad
14		Resources	1 day	Sun 2/7/10	Thu 2/11/10	13	1. ALL
15		Stakeholders	1 day	Thu 2/11/10	Sun 2/14/10	14	1. Josh (WD)
16		Risk Analysis	1 day	Sun 2/14/10	Sun 2/14/10	15	1. ALL
17		Project Managers	1 day	Sun 2/14/10	Sun 2/14/10	16	1. Brad
18		Project Objectives and Prio	1 day	Tue 2/16/10	Thu 2/18/10	17	1. ALL
19		Project Plan	1 day	Thu 2/18/10	Sun 2/21/10	18	1. Dan (TM1)
20		Budget	1 day	Sun 2/21/10	Sun 2/21/10	19	1. Dan (TM1)
21		Review	1 day	Sun 2/21/10	Tue 2/23/10	20	1. ALL
22		 <b>Requirements</b>	<b>11.13 days</b>	<b>Tue 3/2/10</b>	<b>Sun 3/21/10</b>	<b>12</b>	<b>2. Dan (PM)</b>
23		Initial Meeting	11.13 days	Tue 3/2/10	Sun 3/21/10		2. ALL
24		 <b>Design</b>	<b>7.25 days</b>	<b>Tue 3/23/10</b>	<b>Sun 4/4/10</b>	<b>22</b>	<b>3. Josh (PM)</b>
25		Initial Meeting	7.25 days	Tue 3/23/10	Sun 4/4/10		3. ALL
26		 <b>Development</b>	<b>7.25 days</b>	<b>Tue 4/6/10</b>	<b>Sun 4/18/10</b>	<b>24</b>	<b>4. Brad (PM)</b>
27		Initial Meeting	7.25 days	Tue 4/6/10	Sun 4/18/10		4. ALL
28		 <b>Presentation</b>	<b>1 day</b>	<b>Sun 4/18/10</b>	<b>Tue 4/20/10</b>	<b>26</b>	<b>5. Chloe (PM)</b>
29		Initial Meeting	1 day	Sun 4/18/10	Tue 4/20/10		5. ALL
30		User Manual	1 day	Tue 4/20/10	Sun 4/25/10	29	5. ALL
31		Web Updates	46 days	Tue 2/2/10	Sun 4/25/10	2	1. Josh (WD)





## Preliminary Budget

ID	Task Name	Total Cost	Baseline	Variance	Actual	Remaining
1	<b>Software Engineering Project</b>	<b>\$197,935.00</b>	<b>\$197,935.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$197,935.00</b>
2	<b>Initial Team Meeting</b>	<b>\$5,160.00</b>	<b>\$5,160.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,160.00</b>
3	Logo Design	\$1,600.00	\$1,600.00	\$0.00	\$0.00	\$1,600.00
4	Web Development	\$360.00	\$360.00	\$0.00	\$0.00	\$360.00
5	<b>Planning</b>	<b>\$38,440.00</b>	<b>\$38,440.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$38,440.00</b>
6	<b>Initial Planning Meeting</b>	<b>\$2,700.00</b>	<b>\$2,700.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,700.00</b>
7	Assign Roles	\$300.00	\$300.00	\$0.00	\$0.00	\$300.00
8	Brainstorm	\$800.00	\$800.00	\$0.00	\$0.00	\$800.00
9	<b>Write/Organize Document</b>	<b>\$28,390.00</b>	<b>\$28,390.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$28,390.00</b>
10	Team Info	\$150.00	\$150.00	\$0.00	\$0.00	\$150.00
11	Project Objectives	\$600.00	\$600.00	\$0.00	\$0.00	\$600.00
12	Scope	\$1,600.00	\$1,600.00	\$0.00	\$0.00	\$1,600.00
13	Project Success Criteria	\$320.00	\$320.00	\$0.00	\$0.00	\$320.00
14	Resources	\$1,600.00	\$1,600.00	\$0.00	\$0.00	\$1,600.00
15	Stakeholders	\$360.00	\$360.00	\$0.00	\$0.00	\$360.00
16	Risk Analysis	\$1,600.00	\$1,600.00	\$0.00	\$0.00	\$1,600.00
17	Project Managers	\$320.00	\$320.00	\$0.00	\$0.00	\$320.00
18	Project Objectives and Priorities	\$1,600.00	\$1,600.00	\$0.00	\$0.00	\$1,600.00
19	Project Plan	\$320.00	\$320.00	\$0.00	\$0.00	\$320.00
20	Budget	\$320.00	\$320.00	\$0.00	\$0.00	\$320.00
21	Review	\$1,600.00	\$1,600.00	\$0.00	\$0.00	\$1,600.00
22	<b>Requirements</b>	<b>\$24,475.00</b>	<b>\$24,475.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$24,475.00</b>
23	Initial Meeting	\$17,800.00	\$17,800.00	\$0.00	\$0.00	\$17,800.00
24	<b>Design</b>	<b>\$15,950.00</b>	<b>\$15,950.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15,950.00</b>
25	Initial Meeting	\$11,600.00	\$11,600.00	\$0.00	\$0.00	\$11,600.00
26	<b>Development</b>	<b>\$15,950.00</b>	<b>\$15,950.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15,950.00</b>
27	Initial Meeting	\$11,600.00	\$11,600.00	\$0.00	\$0.00	\$11,600.00
28	<b>Presentation</b>	<b>\$2,200.00</b>	<b>\$2,200.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,200.00</b>
29	Initial Meeting	\$1,600.00	\$1,600.00	\$0.00	\$0.00	\$1,600.00
30	User Manual	\$1,600.00	\$1,600.00	\$0.00	\$0.00	\$1,600.00
31	Web Updates	\$16,560.00	\$16,560.00	\$0.00	\$0.00	\$16,560.00

## References

[www.radford.edu/softeng18](http://www.radford.edu/softeng18)

<http://www.idanrv.org/>  
 Software Engineering 8<sup>th</sup> Edition, Sommerville