



### Critical Tasks

CRITICAL TASK (ACTIVITIES)	% COMPLETE	DURATION	START DATE	FINISH DATE	RESOURCES (MEMBERS)
Update Web Template	0	60 minutes	2/4/2010		AD & BM
Create Test Cases	3	350 minutes	2/4/2010		KK & EK
Create the database	0	180 minutes	2/4/2010		AD & BM
Create the main page	0	30 minutes	2/4/2010		AD & BM
Create the application forms	0	385 minutes	2/4/2010		AD & BM
Create the budget forms	0	170 minutes	2/4/2010		AD & BM
Run the test cases	0	120 minutes	2/9/2010		KK & EK

### Work Completed

We met with the client for an informational meeting to gain a proper understanding of the needed functionality of the system they were requesting. We analyzed their current system, suggested improvements, and identified areas that could be streamlined. After getting a more solid understanding of the requirements of the system, the team outlined an overview of the system and how it would be used, and used that outline and our understanding of the client's requirements to craft user stories that described the features of the system. Once an acceptable number of user stories were created, we went through each user story, crafting the general programming tasks necessary to complete the user story, giving an estimate for each task as to how long it would take. Totaling up the time for each task gave us the estimated time to complete each user story.

Where our understanding of the system was inadequate to fill out the details of a user story, we met with the client again to clarify their needs and the functionality of the system. With our problem areas clarified, we finished filling out and estimating all of the user stories and tasks. Upon completing of that, we sorted all of the user stories by priority and arranged them into iterations, ensuring an adequate sustained pace throughout and across all iterations by using the time completion estimates. This was all completed within the first two and a half weeks of the project. These steps were a bit tedious and taunting, but have been instrumental in helping us craft a complete picture of the needs of the client for their system and how it should function.

### **Present Status**

The functionality of the system has been outlined and documented in the release planning document. We've created a release schedule to ensure we maintain the given dates of completion. Our testers have begun the work of writing test cases for the system so that the developers can dig in and start coding very soon. Once the testers have compiled an adequate number of test cases based on the highest priority user stories, our developers will commence coding the system to meet those tests while the testers continue to write tests for upcoming user stories, and run the current tests against code the developers have finished.

## Work Remaining

Since we're just exiting the "planning phase" and entering the first iteration, there is a whole lot of work left to complete, and very little time to complete it due to the compressed time schedule. It will take a lot of dedication and hard work to catch up to our release schedule, but we are taking steps to ensure that happens, so that we can complete the system on time, with all features implemented.

## Conclusion

It certainly helps that there is already a web page template that can be reused, with only minor modifications to it. Despite the fact that the task is daunting, and the team will be pushed to the limit, the original milestones are certainly feasible, and will be met. The team is hard working, but not only that, they are smart workers. We will be measuring progress, and ensuring our pace is suitable for the goals that have been set, all the while looking for ways to increase efficiency and reduce workload, without detracting from the quality of the system.

	<b>Names of Group Members</b>	<b>Signatures of Group Members</b>
<b>1</b>	Daniel Burgess	
<b>2</b>	Amanda Duncan	
<b>3</b>	Kris Kelley	
<b>4</b>	Edvin Komic	
<b>5</b>	Bernardo Medrano	