

Project Plan

Team 1: Open Source Vector Drawing

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Personnel

Name	Roles	Email Address
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Task List

Task ID	Who	Task	Est. Effort	Est. Finish	Act. Effort	Act. Finish
1	Jason (primary)	Gather requirements	4 hours	09/19/2004	8 hours	10/01/2004
2	Brandi	Create Vision Document	3 hours	10/01/2004	3 hours	10/01/2004
3	Jonas	Risk Assessment	2 hours	10/01/2004	1.5 hours	10/01/2004
4	Steven	Configuration Management Plan	2 hours	10/01/2004	1.5 hours	10/01/2004
5	Steven	Webpage	4 hours	09/24/2004 *	varies	
6	Jason	Use Cases	3 hours	10/01/2004	4 hours	10/01/2004
7	Matt	Problem Statement Materials	1 hour	10/01/2004	0.5 hours	10/01/2004
8	Jason	Supplemental Specification	3 hours	09/24/2004	4 hours	10/01/2004
9	Matt	User Interface Prototype	1 hours	10/01/2004	0.5 hours	10/01/2004
10	Jason/ Jonas	Test Plan	3 hours	11/02/2004*	3 hours	
11	Jonas / Matt	Research Protocols	3 hours			

12	Everyone	Protocol planning	6 hours		8 hours+
13	Everyone	Write protocol	4 hours	11/19/2004	
14		Design	3 hours	11/02/2004*	6 hours 11/02/2004
15		Connect to other computers via IP and Jabber Id			
16		Send basic images			
17		One-way, "real-time" document drawing			
18		Two-way, "real-time" document drawing (collision errors okay)			
19		Collision resolutions			
20		N-way document drawing			
21		User Documentation		*	
22		Client Delivery		*	
23		Software Manual			
24		Maintenance Plan			
25		Usability testing			
26		Project Plan	3 hours	09/24/2004 *	3 hours 10/01/2004
27		Presentation preparation	2 hours	10/04/2004 *	1.5 hours 10/04/2004
28		Presentation	1 hour	10/04/2440 *	1 hour 10/05/2004
29		Get inkscape building	2 hours	10/06/2004	6 hours+ 11/01/2004

* Date indicates the first completion date. However, this task will go through several iterations. Please look at the task list detail for more information.

Item 1: Requirements Gathering. Due to a large amount of back-and-forth email conversations and an outright underestimation of the effort involved, this task took much longer than expected.

Item 11/12: Protocol research and planning. The XMPP documents turned out to be far more in-depth than expected. Having a good grasp of the protocol we will be extending and relying upon for our project is critical. As such, we have extended the reading of these documents and our plan of strategy over the course of several weeks in reading and brainstorming sessions about two hours long, each. Spreading this material out allows time for the concepts to "sink in" and for us to approach each meeting with fresh minds. Before each of these sessions, Jonas will spend an additional 1-2 hours covering the material personally in order to ensure the group spends the majority of the time on the most relevant subtopics.

Item 14: Design Document. This proved to be a more in-depth assignment than anticipated. Confusion as to what the document was to cover, precisely, also led to increased time devoted.

Item 29: Get Inkscape building. The goal of this task was to get the inkscape course code version 0.39 compiling on each of our workstations. This turned out to be a much larger

task than expected, due to issues with the proper libraries and uncooperativeness on the part of Microsoft Visual Studio 6.

Tasks (by subject)

Documentation:

TASK ID	WHO	TASK	EST. EFFORT	EST. FINISH	ACT. EFFORT	ACT. FINISH
5	Steven	Webpage I *	4 hours	09/24/2004	3 hours	10/01/2004
5i	Steven	Webpage II *	3 hours	11/19/2004		
21		User Documentation I	240	01/03/2005		
21b		User Documentation II	180	02/07/2005		
5r	Steven	Webpage III *	180	02/14/2005		
23		Software Manual	240	03/28/2005		
21c		User Documentation III		05/02/2005		
5ac	Steven	Webpage IV *	240	05/16/2005		

* Webpage is updated on an “as necessary” basis as new minutes and documents are added. This is generally weekly. As a policy, documents should be on the webpage no later than a week after completion. In practice, the webpage is updated within 24 hours of document availability. These webpage milestones here listed are simply cutoff points by which the most recent documents are guaranteed to be available (generally for grading purposes due to the end of a quarter).

Requirements/Plans:

TASK ID	WHO	TASK	EST. EFFORT	EST. FINISH	ACT. EFFORT	ACT. FINISH
1	Jason (primary)	Gather requirements	4 hours	09/24/2004	8 hours	09/21/2004
26	Brandi	Project Plan I	3 hours	09/24/2004	3 hours	09/22/1004
8	Jason	Supplemental Specification	3 hours	09/24/2004	3 hours	10/01/2004
11	Jonas / Matt	Research Protocols	5 hours	09/24/2004	6 hours	10/14/2004

3	Jonas	Risk Assessment	2 hours	10/01/2004	2 hours	10/01/2004
4	Steven	Configuration Management Plan	2 hours	10/01/2004	2 hours	10/01/2004
2	Brandi	Create Vision Document	3 hours	10/01/2004	3 hours	10/01/2004
6	Jason	Use Cases	3 hours	10/01/2004	3 hours	10/01/2004
7	Matt	Problem Statement Materials	1 hour	10/01/2004	0.5 hours	10/01/2004
12	Everyone	Protocol planning	6 hours	10/08/2004	8hours +	
9	Matt	User Interface Prototype	1 hour	10/08/2004	0.5 hours	10/01/2004
10	Jonas, Jason	Test Plan I	3 hours	11/02/2004	3 hours	11/02/2004
26a	Brandi	Project Plan II	3 hours	10/18/2004	2 hours	11/02/2004
14	Steven, Matt	Design I	3 hours	11/01/2004	6 hours	11/02/2004
26b	Brandi	Project Plan III	3 hours	11/29/2004		
10a		Test Plan II	3 hours	12/06/2004		
14a		Design II		12/13/2004		
26c	Brandi	Project Plan IV	3 hours	01/17/2004		
10b		Test Plan III	3 hours	02/07/2004		
26d	Brandi	Project Plan V	3 hours	03/07/2004		
24		Maintenance Plan		04/25/2005		

Implementation:

TASK ID	WHO	TASK	EST. EFFORT	EST. FINISH	ACT. EFFORT	ACT. FINISH
29	Everyone	Get the inkscape code building on our machines	120/ each	10/06/2004	360+	11/01/2004
13	Everyone	Write protocol	3 hours/ each	10/08/2004	360+	
15		Connect to other computers via IP and Jabber Id	4 hours/ each	12/04/2004		
16		Send basic images		12/17/2004		

17		One-way, “real-time” document drawing		01/07/2005		
18		Two-way, “real-time” document drawing (collision errors okay)		01/14/2005		
19		Collision resolutions		01/21/2005		
20		N-way document drawing		02/06/2005		
25		Usability testing		03/21/2005		

Presentations:

TASK ID	WHO	TASK	EST. EFFORT	EST. FINISH	ACT. EFFORT	ACT. FINISH
27a	Everyone	Presentation preparation I	2 hours	10/04/2004	1.5 hours	10/04/2004
28a	Jason, Jonas, Brandi	Presentation I	1 hour	10/04/2004	1 hours	10/05/2004
27b	Everyone	Presentation preparation II	2 hours	11/08/2004	1.25 hours	11/05/2004
28b	Steven, Matt, Brandi	Presentation II	1 hour	11/08/2004	1 hour	11/09/2004
27c		Presentation preparation III	2 hours	01/10/2005		
28c		Presentation III	1 hour	01/10/2005		
27d		Presentation preparation IV	2 hours	02/14/2005		
28d		Presentation IV	1 hour	02/14/2005		
22a		Client Delivery I		03/17/2005		
27e		Presentation preparation V	120	04/11/2005		
28e		Presentation V	60	04/11/2005		
27f		Presentation preparation VI	120	05/09/2005		
28f		Presentation VI	60	05/09/2005		

22b		Client Delivery II		05/20/2005		

Project Schedule Status

Date	On/Off	Reason On/Off Schedule	Actions To Take
09/07/2440	On	Initial meeting	Gather requirements, create templates, make accounts
09/08/2004	On	Nothing to be behind on yet	Contact client
09/17/2004	Off	Misunderstanding of meeting time	Contact client
09/19/2004	Off	Missing some documents requested previously	Create documents, continue to stay in contact with the client
09/21/2004	Off	<same>	(Meeting with Salman) <same>
09/24/2004	Off	Many of our documents are up to date, but not all	Continue to produce the required documents, work on the protocol we plan to use
09/29/2004	Off	Documents aren't in yet	Prepare for presentation on 10/05/2004
10/01/2004	On	Documents are in	Discuss documents, discuss protocol meeting, assign remaining documents
10/07/2004	On	Meeting with Ted	Get Inkscape to compile
10/20/2004	Somewhat	Should technically be done with protocol, but we need to take this time to do it right	Protocol
10/25/2004	On	Taking the time to do the protocol right	Protocol, and more documents
10/26/2004	On	Taking the time to do the protocol right	Protocol, and more documents
11/02/2004	On	All documents for the quarter (save presentation 2) should be in	Finish protocol discussions, decide on milestones
11/11/2004			Revisions requested in all documents
11/14/2004			Finish XMPP readings/discussions

Action Items

#	Who	Due	Done?	What
1.1	Jason	09/11/2004	Yes	Introduce himself to the client
1.2	Brandi	09/11/2004	Yes	Create minutes and agenda templates
1.3	Everyone	09/11/2004	Yes	Create SourceForge accounts
2.1	Jason	09/14/2004	Yes	Contact the client, ask for requirements
2.2	Matt	09/17/2004	Yes	Investigate CVS on SourceForge
2.3	Steven	09/17/2004	Yes	Investigate webpages on SourceForge
3.1	Everyone	09/17/2004	Yes	Brainstorm questions for the client and times for a telephone conference
4.1	Everyone	09/19/2004	Yes	Meet with the client
4.2	Everyone	09/21/2004	Yes	Download and spend at least one hour with Inkscape

4.3	Steven	09/24/2004	Yes	Create our initial webpage
4.4	Jonas	09/24/2004	Yes	Summarize protocol definition
4.5	Jason	09/24/2004	Yes	Create Use Cases
4.6	Matt	09/24/2004	No	Research Jabber libraries
4.7	Brandi	09/24/2004	Yes	Create Project Plan
5.1	Jason	10/01/2004	Yes	Supplemental Specification
5.2	Brandi	10/01/2004	Yes	Vision Document
5.3	Jonas	10/01/2004	Yes	Risk Assessment
5.4	Steven	10/01/2004	Yes	Configuration Management Plan
5.5	Matt	10/01/2004	Yes	Project Statement materials/ UI prototype
5.6	Jonas	10/14/2004	Yes	Prepare protocol meeting
6.1	Jason, Jonas, Brandi	10/05/2004	Yes	Prepare/give 1 st presentation
7.1	Brandi	10/22/2004	Yes	Review Project Statement materials/ UI prototype
7.2	Jason	10/22/2004	Yes	Review Vision Document
7.3	Steven	10/22/2004	Yes	Review Use Cases
7.4	Matt	10/22/2004	Yes	Review Configuration Management Plan
7.5	Jonas	10/22/2004	Yes	Review Supplemental Specification
8.1	Everyone	10/25/2004	Yes	Brainstorming for Protocol
9.1	Jason, Jonas	11/02/2004	Yes	Test Plan 1
9.2	Steven, Matt	11/02/2004	Yes	Design Document 1
9.3	Brandi	11/02/2004	Yes	Project Plan 2
10.1	Everyone	11/12/2004	No	Finish Protocol readings, design
11.1	Everyone	11/08/2004	Yes	Presentation 2 preparation
11.2	Steven, Matt, Brandi	11/09/2004	Yes	Give presentation 2

To Do List

#	Who	Due	What
1	Brandi	11/19/2004	Fill in estimated times for milestones

Revision History

Date	Who	Revision
9/22/2004	Brandi	Created document
9/29/2004	Brandi	Added task 29, updated the "completed" list, added the meeting on 09/24/2004

11/01/2004 Brandi
11/11/2004 Brandi

Updated progress so far, added weekly proceedings
Updated progress, added short explanations of tasks which took
much longer than first expected, received permission and
changed "effort" to hours
