

TAG ED Web Challenge 2012  
Competition  
Project Plan



Sponsor: Pamela Shattles

Project Manager: David McFall

## Group Contact Information

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## Executive Document

The project we have taken on is to develop a mobile site teaching one of the categories of STEM for the 2012 TAG ED Web Challenge competition. The sponsor for the project is Pamela Shattles and the project manager is David McFall.

The purpose of the project is to develop a mobile site to teach people of one of the four areas of STEM (Science, Technology, Engineering, and Math), which we have chosen Technology. The site will contain basic information of computer parts as well as steps on how to build a desktop computer from scratch. The goal is to provide people who know little of computers with information on the hardware of a desktop computer in an easy to use format accessible from a mobile device. The deadline for the project is February 16, 2012 and will be submitted to the TAG ED website containing the mobile site and documentation.

To prepare for this task, the group of four will need to go through all the steps of the software development life cycle. Planning the content and layout of the site, gathering the information and pictures necessary, testing and getting feedback of the site from peers, and finally revision of the site to fix any problems found in testing.

The logo features the letters 'MCG' in a large, yellow, serif font, positioned above a horizontal grey line. Below the line, the word 'DEV'S' is written in a blue, serif font. A second horizontal grey line is positioned below the word 'DEV'S'.

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DEV'S

# Project Management Charter

## What is the project?

The project we have taken on is to develop a mobile site teaching one of the categories of STEM for the 2012 TAG ED Web Challenge competition. The sponsor for the project is Pamela Shattles and the project manager is David McFall.

## What is the purpose?

The purpose of the project is to develop a mobile site to teach people of one of the four areas of STEM (Science, Technology, Engineering, and Math), which we have chosen Technology. The site will contain basic information of computer parts as well as steps on how to build a desktop computer from scratch. The goal of the project is to present all of this information in an easy to use format on a mobile site.

## What is the scope?

The purpose of the project is to develop a mobile site to teach people of one of the four areas of STEM (Science, Technology, Engineering, and Math), which we have chosen Technology. The site will contain basic information of computer parts as well as steps on how to build a desktop computer from scratch. The scope of the project does not include teaching how to build laptops or disassembly of a computer. The group will meet daily in class to work on the project and in the mornings to discuss what needs to be done and give status updates on how far along the project is. To execute the project, the software development lifecycle will need to be used to plan, development and test the site before submitting on the deadline of February 16, 2012. The deliverables that will be submitted include the mobile site, the documentation, and the project plan.

## Major Milestones

- The approval of the sponsor to participate in the project
- Signing up as a group on the TAG ED website
- Development of the layout of the site
- Obtaining the information and pictures to be included on the site
- Testing the site on multiple platforms with multiple people
- Adjusting and fixing the site to fit the feedback
- Submitting the site

## What are the benefits?

The benefits of the projects are to both us in the group and to those that use the site.

### Users of the site will:

- Learn basics of computer parts and their functions
- Learn how to assemble their own desktop computer from preexisting parts
- Gain knowledge that will help them not have to use Geek Squad or similar services for computer repair.
- Introduce themselves to the world of computer hardware

### Members of the group will:

- Also learn the various parts of a computer and their functions
- Learn how to assemble their own desktop computer from preexisting parts
- Learn about the software development lifecycle firsthand
- Learn about efficient project management

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## Scope Statement

### Objectives:

- To develop and submit a mobile website for the TAG ED Web Challenge 2012 competition along with proper documentation and project plan.

### Requirements:

- To produce a working mobile website that will teach one of the four categories of STEM
- To write proper documentation of the project
- To produce a full project plan for the project
- To participate in the TAG ED Web Challenge 2012 competition, we must
  - Have a team of 2-4 students
  - Represent a school or school organization
  - A sponsor in the form of a faculty advisor
  - Have the site accessible from the internet
  - Include a counting mechanism to enter the Marketing Challenge

### Deliverables:

- Working mobile site containing information pertaining to one of the four areas of STEM
- Complete documentation of the project
- A project plan
- Web statistics such as page views and hits for the marketing challenge

### Constraints:

- The ability to develop a mobile site that work on all phone browser as well as on desktop browsers
- Having enough time to plan, develop, test, and write all aspects of the project including the site and documentation.

### Milestones:

- The approval of the sponsor to participate in the project
- Signing up as a group on the TAG ED website
- Development of the layout of the site
- Obtaining the information and pictures to be included on the site
- Testing the site on multiple platforms with multiple people
- Adjusting and fixes the site to fit the feedback
- Submitting the completed site, documentation, and project plan

## Project Task List

Task	Task Description	People on Task	On Time	Start Date	End Date
1.01	Going to Mrs. Shattles and gaining her approval to start the project and have her act as the sponsor.	All	Yes	1/15/12	1/15/12
1.02	Review guidelines for the TAG ED Web Challenge and officially enter into the competition	All	Yes	1/15/12	1/15/12
2.01	Design and develop the basic layout for the mobile site.	David Nik	Yes	1/20/12	1/30/12
2.02	Gather and edit all the information that will be included on the site. This includes taking all the pictures that will be used.	All	Yes	1/31/12	2/10/12
3.01	Test within the group and find bugs and errors. The documentation and project plan will be evaluated by our sponsor	None	Yes	2/13/12	2/13/12
3.02	Test with other people who have varying experience.	None	Yes	2/14/12	2/14/12
3.03	Revise and edit the mobile site, documentation, and project plan	All		2/14/12	2/15/12
4.01	Submit finished mobile site, documentation, and project plan to the TAG ED website	All		2/16/12	2/16/12

## Risk Management

There are many risks that could occur over the course of the project including:

- One of the group members falls ill or is absent and his part of the work will not be completed on time so other members must make up for his absence
- Some resources such as computers may not be available to us on certain days and we must accommodate those scheduling differences
- Information could be lost in transfer between computers or accidentally deleted so multiple copies must be made and stored in various places.
- Other school work and responsibilities may prevent group members from working on the project to their full extent and other members may need to take on more responsibilities with the project to complete it on time.

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## Quality Management Plan

The group will ensure that the project will meet the standards of quality expected from the group that include:

- For the mobile site
  - Constantly checking if the site works on both mobile devices and desktop computers
  - Having peers use the site and give feedback
  - Review the site for spelling and grammar errors as well as development issues
  - Having the sponsor review the site and make comments on what needs to be adjusted
- For the documentation
  - Having members of the group review the documentation for errors and any content that should be added
  - Having the sponsor review the documentation in order to ensure it is full and completed with all the content needed
- For the project plan
  - Having members of the group review the project plan for errors and any content that should be added
  - Having the sponsor review the project plan in order to ensure it is full and completed with all the content needed

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## Communication Management Plan

In order for the sponsor and the group to be up to date on the status of the project, a series of status reports have been created.

### Weekly Status Report

- Check-ups with the sponsor every Friday to ensure that the project is on course for the deadline and it is up to the quality required for the competition. Feedback will be given and also plans will be to prepare for what needs to be done in the next week.

### Daily Status Reports

- Meetings held during class time between the group to discuss where the project is at, current group member responsibilities, and the schedule for the week. These will be held every day in order to keep the project on task on a day to day basis.

### Testing Report

- After the first testing session of our peers on February 13, 2012 a report of errors, bugs, and other feedback will be created and the project tweaked according to the feedback. There will also be intermediate testing phases within the group after a new feature is implemented to the site and a report created from that feedback.

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## Lessons Learned

Over the course of the project and going throughout the software development lifecycle, many lessons have been learned in many different areas such as:

### Planning

- A work schedule is essential for proper management of development and should be created before the execution stage.
- Communication between a sponsor and approval of planning documents is key to assuring that the project is on track for the deadline.
- For planning materials to be useful, they should be created and implemented during the planning phase

### Execution

- A proper work schedule in document form should be created and followed to ensure that the project progresses smoothly over its lifetime.
- A proper work environment needs to be established prior to starting production to allow for the group to be their most efficient as well as to provide a place to work uninterrupted.

### What we can do for next time

- Spend more time in the planning phase to create an efficient work schedule, find a suitable work environment, and present all materials to the sponsor.
- Develop the project to reach the most amount of people as possible by making it compatible with all existing products.