Work plan

Deadlines

- 2020-02-24 Choose a project proposal and send your choice via email to epsatisep@gmail.com
- 2020-03-05 Define the **Project Backlog** (what must be done and key deliverables - every member should preferably participate in every task), **Global Sprint Plan**, **Initial Sprint Plan** (which tasks should be included, who does what) and **Release Gantt Chart** of the project and insert them on the wiki (planning)
- 2020-03-10 Upload the "black box" **System Diagrams** & **Structural Drafts** to the wiki
- 2020-03-27 Upload the detailed **System Schematics, Structural Drawings & 3D Modelation** to the wiki and do the **cardboard scale model** of the structure
- 2020-04-01 Upload the **List of Materials (what & quantity)** to the wiki
- 2020-04-08 Upload the **Interim Report and Presentation** to the wiki. The report must contain the the following chapters: Introduction, Project Management, State of the Art, Marketing Plan, Eco-efficiency Measures for Sustainability, Ethical and Deontological Concerns, Proposed Solution and Bibliography. In particular, the Project Management chapter includes the updated project progress register, the sprint report for completed sprints (tasks that were included, statuses, assignees, allocations) and the updated release Gantt chart
- 2020-04-16 Interim Presentation, Discussion and Peer, Teacher and Supervisor Feedbacks
- 2020-04-23 Upload the **List of Materials (provider, price, quantity, including VAT and transportation)** to the wiki
- 2020-04-30 Upload the **Final video of the 3D Model** to the wiki
- 2020-05-06 Upload **Refined Interim Report (based on Teacher & Supervisor Feedbacks)** to the wiki
- 2020-05-13 Upload **Packaging solution** to the wiki
- 2020-06-02 Upload the results of the **(Prototype or Simulation) Functional Tests** to the wiki
- 2020-06-12 Upload the **Final Report, Presentation, Video, Paper, Poster and Manual** to the wiki
- 2020-06-16 Final Presentation, Individual Discussion and Assessment
- 2020-06-22:
    1. Update the wiki, report, paper with all suggested corrections
    2. Upload to the OneDrive folders shared by epsatisep:
        1. Deliverables (pdf and others)
        2. Code (Arduino code, Tinkercad/CoppeliaSim simulation code, mobile and Web app code)
        3. CAD (drawings and 3D model files)
        4. Videos (3D model simulation and final team video in mp4)
- 2020-06-23:
    1. Play **final video**
    2. Play **music/landscapes** of your country
    3. Receive the **EPS@ISEP certificate**

Project Plan

Define your optimal sprint duration and plan your sprints until project end using Global Sprint Plan

Table 1.

Table 1: Global Sprint Plan

Sprint	Start	Finish
1	04.03.2020	12.03.2020
2	12.03.2020	19.03.2020
3	19.03.2020	26.03.2020
4	26.03.2020	02.04.2020
5	02.04.2020	16.04.2020
6	16.04.2020	23.04.2020
7	23.04.2020	30.04.2020
8	30.04.2020	14.05.2020
9	14.05.2020	21.05.2020
10	21.05.2020	28.05.2020
11	28.05.2020	04.06.2020
12	04.06.2020	09.06.2020
13	09.06.2020	16.06.2020

Build your project backlog, including all relevant tasks/deliverables, using Project Backlog Table 2. Prioritize all backlog items (PBI), keeping higher priority items at the top, and lower priority at the bottom.

Table 2: Project Backlog

PBI	Title	Status
A	Sprint Plan	work in progress
B	Gantt Chart	To do
C	Principle Research	done
D	Market Research	work in progress
E	Structural Drafts	work in progress
F	Black Box Diagram	done
G	Introduction	work in progress
H	State of the Art	work in progress
I	leaflet/flyer	work in progress
J	Project Management	work in progress
K	Marketing	work in progress
L	Sustainability	work in progress
M	Ethical	work in progress
N	Material Research	To do
O	Report interim-ready	To do
P	Interim-Presentation	To do
Q	System Drawings	To do
R	CAD modell	To do
S	CAD animation	To do
T	video	To do

PBI	Title	Status
U	poster	To do

Plan each sprint at its beginning (Sprint Planning session) using the Sprint Plan Table 3.

Table 3: Sprint Plan

Sprint	Task	Duration (d)	Responsible	Involved
1	Z	2	X and Y	X, Y, Z, W
2	K	3	Z	X, Y, Z, W
3	D	1	W, Y and Z	X, Y, Z, W
4	A	1	Y	X, Y, Z, W
5	B	2	Z and W	X, Y, Z, W
6	E	4	X and W	X, Y, Z, W
7	C	2	Y and Z	X, Y, Z, W

Review each sprint at its end and update each item status on the Progress Register Table 4.

Table 4: Project Progress Register

Sprint	PBI	Responsible	Involved	Status
1	Z	X and Y	X, Y, Z, W	Done
2	K	Z	X, Y, Z, W	Done
3	D	W, Y and Z	X, Y, Z, W	Done
4	A	Y	X, Y, Z, W	Done
5	B	Z and W	X, Y, Z, W	In progress
6	E	X and W	X, Y, Z, W	In progress
7	C	Y and Z	X, Y, Z, W	In progress

Identify key project deliverables (when they will be started and completed) and build a release Gantt chart. See Figure ##REF:flabel1## for inspiration.

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