

Project Managment Report

by HARIS AHMAD KHALIL

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PROJECT MANAGEMENT

ACCC5005

[Document subtitle]



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Introduction

Project management is mixture of experience, different type of ideas and method to get outcome of project. This documentation is all about to describe a very small group project which is given by university to BSC cloud computing Term 3 student as a part of assessment. The name of project is **OVAL CAR RENTAL DATABASE** although University give option to student that they can select whether they are going to make application on this topic or they can make database so most of the student in project team vote for database on oval car rental. This oval car rental describes that how well different types of data is maintained and stored in database.

Project Plan and Evaluation

Project plan is more over like setting time frame for that project when you going to deliver that project, which software we going to use, evaluating each other ideas, supporting team members and their ideas analyze the requirements of client what they need in project. We have started ERD diagram after analyze the scenario everybody contributed in making ERD diagram in class and out of class ERD diagram is the important part in design. In our project we have used Microsoft access for the database and for Pert and Gantt charts we used OpenProj software although there is a lot more software's available in market but our team is familiar with these software so we go for that. Selecting team leader for project is the first thing in evaluation. Than setting goal and time frame for our project then we assigned different tasks to everyone in team.so everybody in team member can work from home on specific task it saves time and several task can be done parallel every team member was in contact from home and in university although we make one group chat because if somebody need helps in some tasks we can help each other that's how we evaluate our ideas and apply in our project which went really well according to me.

Planning

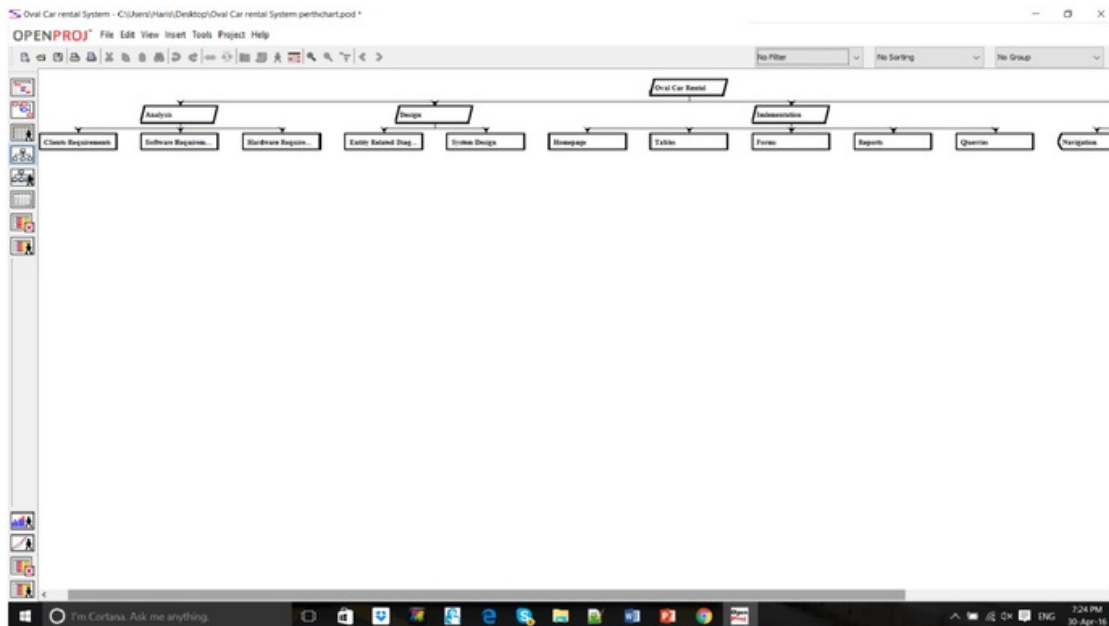
We have start the plan with analyze the scenario and possible solutions for that and set the time frame to complete that project, to do that we make Work breakdown structure, pert chart and Gantt chart with the help of Open Proj Software recommended by lecturer. Which is part of our planning.

Three things are very important to finish the project in time and in efficient way.

1. Time
2. Quality
3. Cost

Work Breakdown structure

Work breakdown structure is base of any project in which project breaks in to different pieces and set the time frame for that and assign those work to team members. We all worked together to make work breakdown structure for our project. I have attached our project Work breakdown structure below.



Gantt chart

Gantt chart is mostly used in project management it is very chart to set the time frame for the events or tasks to do in project. We used Gantt chart for our project and set time frame for our project is 31 days to deliver it. Our Gantt chart consist four tasks first is Analysis, design, implementation, and testing. I have attached our Gantt chart below.

Analysis

1. Client Requirement's
2. Software Requirements
3. Hardware requirements

Design

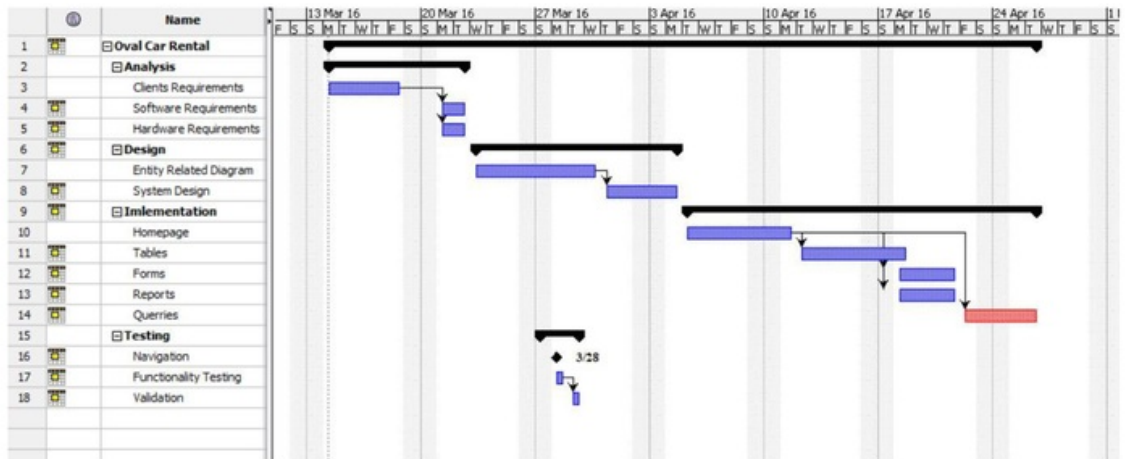
1. Entity Related Diagram
2. System Design

Implementation

1. Homepage
2. Tables
3. Forms
4. Queries
5. Reports

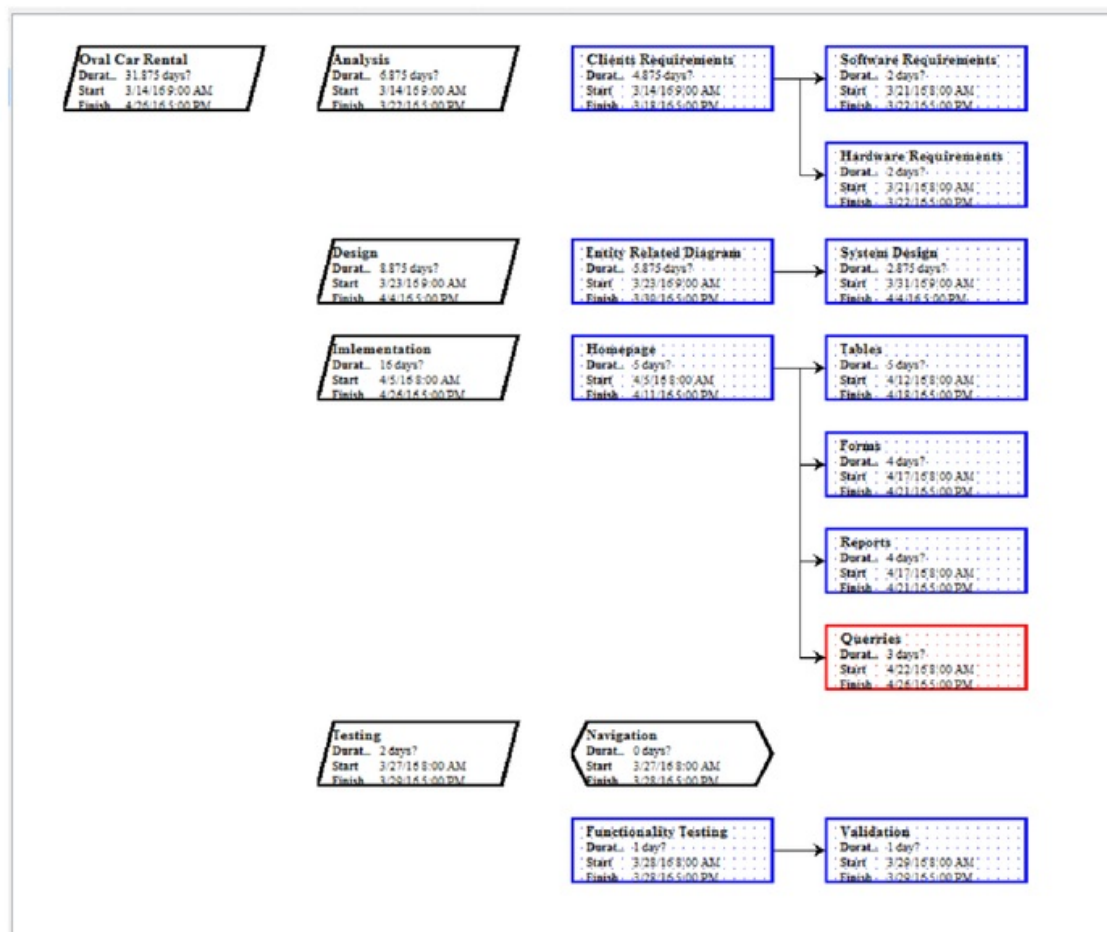
Testing

1. Navigation
2. Functionality Testing
3. Validation



Pert Chart

Pert chart is the evaluation of project in graphical design to evaluate that which tasks can be done parallel to save the time to complete the project. Our pert chat is attached below.



As you can see in our project client requirement's consists of software and hardware requirements can be done parallel to save time and in implementation tasks is divided into team members all 4 tasks done parallel.

Team Work

This is the important and difficult part in project management and we also face some issues in it because we have only 5 student in class so lecturer ask whether you can make group of 3 and 2 or 5 only so we don't have any choice we go for 5 members group than selecting team leader for the project is important who is going to take care the group members and project things and deliver best project. Then in our team work we have communication problem everybody live very far from everyone so we can only help each other in university time or on phone call which is very difficult. Tasks divided into parts between team members. [5]

Team Members

- Haris Ahmad Khalil (Team Leader)
- Masroor Khan
- Micheal
- Fabien
- Chring Dolma

Team	Tasks
Haris Ahmad Khalil (Team Leader)	• Analysis • Implementation(Forms, Homepage) • Testing
Masroor Khan	• Analysis • Implementation(Reports, Homepage) • Testing
Micheal	• Analysis • Implementation(Tables, Homepage) • Testing
Fabien	• Analysis • Implementation(Queries, Homepage) • Testing
Chring Dolma	• Analysis • Presentation

These Divided tasks really help to complete project in time and in efficient way. First every team member have to focus and complete their own tasks after that they can help each other in their tasks if somebody have problem in their tasks. Communication is very important to run a team in project. In "Oval car rental project my team does really well and I appreciate my every team member hard work.-

Risk Management

Risk management always play a role in every project there are several risk in project which their own impacts and proximities. There a several risk in our project oval car rental also I stated those risk below with explanation and how to deal with it. [4]

- R1 : Changes in Project
- R2: Design Risk
- R3: System Failure
- R4:Team Members
- R5:Time Risk

Changes in Project and its impact

There is 2 types of changes in project

- Minor Change
- Major Change

Minor Change

Minor change happens in every project like client want to add some more features in project minor changes happen in oval car rental team member want to do some changes in homepage and reports format .The impact of these changes are not very high it can be done without major effect on project

Major Change

Major change happened in oval car rental or ERD design relations went wrong when we revise the ERD diagram so we have to change the design it is a major change when it comes to big project its impact can be really high on project.

Design Risk

This is the one of the biggest risk in project if design went wrong its impact will be on whole project. In "Oval car Rental" our design relations went wrong which needs to be corrected as soon as possible.

The problem was in ERD diagram where relation between rental and reservation was wrong we corrected that it didn't make high impact on our project because there are not much records in our tables but in future we have to keep an eye on this before starting database design should be check twice whether its correct or not.

System Failure

System failure can happen in any type of project and it is worse thing to happen in project its impact can be really high if there is no backup created for project. In "Oval Car Rental" we have created 3 different backup one backup in created in Dropbox other one is in USB so if something is happen to system our project files are still safe.

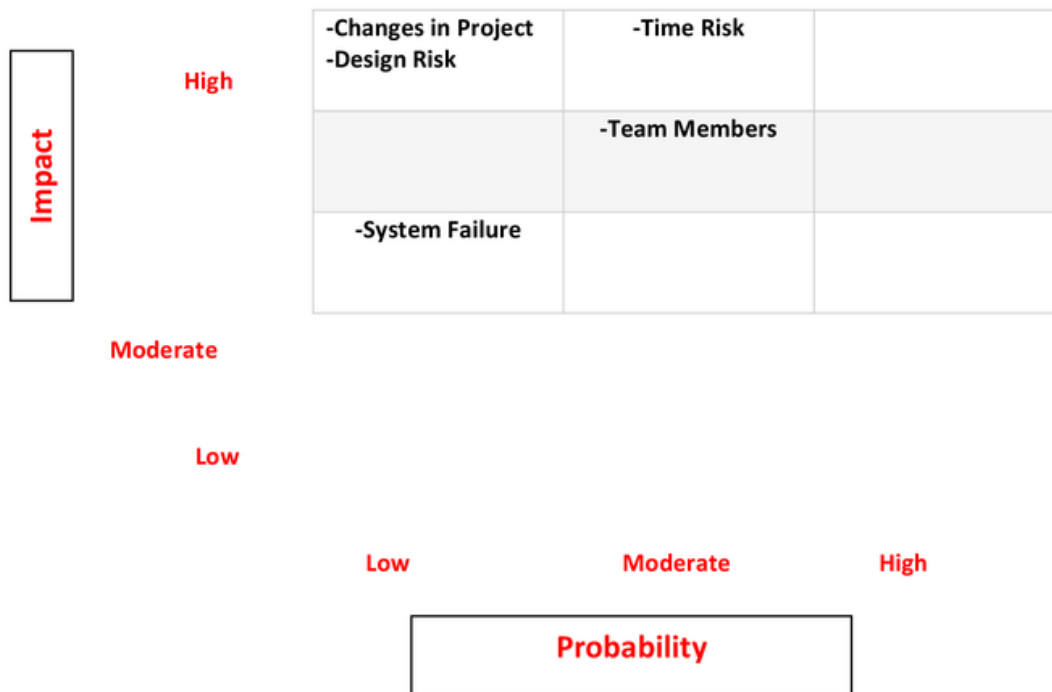
Team Members

Team Member is also a risk in project any team member can be felt sick or something can happen to team member so we should be ready for these types' risks to deal with and had enough time to complete that task and deliver it.

Time Risk

Time management is very important in project to deliver project on time in efficient way is very important for every team. In “ oval Car rental ” we have 7 weeks to deliver the project as our assessment we analyze the scenario first and then use Gantt chart to split the work and time that how long it will take to complete the project. We distribute different tasks between team members so we deliver it on time.

Risk Probability Matrix



As you can see Risk matrix with its impact and probability for oval car rental for example if design went wrong its impact can be really high but probability is low because design risk not really often a lot in project .system failure impact is low and probability is also low because we have several backups in USB and drop box so its impact is low in our case.

Planning for risk

- Accept Risk
- Avoid Risk
- Reduce Risk

Accept risk

Project team should accept the risk and bear the cost to avoid it next time.

Avoid Risk

Risk can be avoid in some situation where the impact of that risk is not that much high but should be correct it as soon as possible to occur again.

Reduce Risk

If we take action on risk as soon as possible risk can be reduced

Quality Assurance

“Set of systematic activities providing evidence of the ability of the software process to produce a software product that is fit to use” [1] There are different criteria for Quality assurance for our project to give user a very efficient database which is user friendly .Testing product is very important before deliver it to any organization. We will be releasing updates for software time to time to maintain the quality of our database. [3]

Overcome Issues and Future Enhancement

Although Oval car rental were successful but still there was some issues in it which need to be overcome in future and do project in efficient way. Things need for future

Better Communication between team members

More research on Project need to be done

Finalizing design before starting database

Team Meetings outside classrooms

BCS Codes

Data Confidential

In “oval car Rental “data confidential is very important because customers will share their information with us for booking they will share their driving license information with us we should not share this information to third part according to BCS codes it is against the law and action will be taken who do that. Information can only be shared between project members it should be secured also. At the end data should be destroyed.[2]

Conclusion

Coming to the conclusion of Oval Car Rental Project it was really successful project according to me we deliver this project on time every team member work day and night to do it they work really hard. Although we have some issues in design but we have corrected it and hopefully it will not happen again. We have also future plans to expand our organization and add more features to our database and make it more efficient and user friendly. We will be releasing updates time to time for our project. I am pretty happy as a team leader of project it was really new experience for me I enjoyed a lot I appreciate and thankful to all my team members to devote their time for this. Thanks A lot my team.

- Vehicle Table

Microsoft Access - GroupProject Oval Car : Database - C:\Users\Project Management\GroupProject Oval Car\accdb (Access 2007 - 2013 file format) - Access

TABLE TOOLS: FIELDS, TABLE

SECURITY WARNING: Some active content has been disabled. Click for more details. [Enable Content]

All Access Objects

Tables:

- Customer
- Driver
- Driver Allocation
- Employee
- Rental
- Reservation
- Vehicle**

Queries:

- 2014 Cars going less than £...
- Advisor and the reservation...
- Drivers with category 6 auto...
- popularvehicles
- Reservation between 12/02/...
- vehicles allocated between 1...
- Vehicles between 16/02/201...
- Vehicles hired between 12 a...
- Vehicles Return after 12/05/...

Forms:

- Customer Form
- Driver Allocation form

ID	Vehicle Nam	Vehicle Mod	Date Of Man	Insurance Ty	Description	Price_per/ds	Driver Allocs	Click to Add
8816	Mercedes Benz	Mercedes-Benz	2014	GAP	(Guarante: A comfortable	£1,500.00	4021	(1)
8816	Mercedes Benz	Mercedes-Benz	2015	GAP	(Guarante: An executive ty	£1,000.00	4019	(1)
8817	Mercedes Benz	Mercedes-Benz	2015	GAP	(Guarante: The car to pass	£850.00	4022	(1)
8818	BMW	BMW 6 Series	2016	GAP	(Guarante: Despite its Cou	£1,600.00	4014	(1)
8819	BMW	BMW X6	2014	GAP	(Guarante: The BMW X6 is	£1,450.00	4020	(1)
8820	BMW	BMW M5	2013	GAP	(Guarante: A 4 car seater, i	£1,900.00	4016	(1)
8821	Range Rover	Sports	2014	GAP	(Guarante: Range Rover ul	£2,000.00	4015	(1)
8822	Rolls Royce	Phantom	2014	GAP	(Guarante: Rolls Royce phs	£2,500.00	4019	(1)
8852	Chevrolet	Camaro Auto	2016	GAP	(Guarante: looking for a sp	£1,700.00	4017	(1)
8865	Coach Buses	Benz Tourtime	2015	GAP	(Guarante: Benz Tourtime	£2,000.00	4018	(1)

Records: 1 of 10

Microsoft Windows Taskbar: 8:01 PM, 03-May-16

Forms View

- Reservation Form

GroupProject Oval Car (Database: G:\Term 2\Project Management\GroupProject Oval Car.accdb) (Access 2007 - 2013 file format) - Access

FILE HOME CREATE EXTERNAL DATA DATABASE TOOLS

SECURITY WARNING: Some active content has been disabled. Click for more details. Enable Content

All Access Objects

Vehicle

Queries

2014 Cars giving less than 4...

Advisor and the reservation ...

Drivers with category 8 auto...

proprietaries

Reservations between 12/02/...

Vehicles allocated between 1...

Vehicles between 15/02/01...

Vehicles hired between 12 Au...

Vehicles Return after 12/01/...

Forms

Customer Form

Driver Allocation Form

Driver Form

Employee Form

Home Page

Rental Form

Reservations Form

Vehicle Form

Reservation Form

Reservation Form

ID: 1234

Date Of Reservation: 10 Feb-16

Customer Name: Octavio Godin

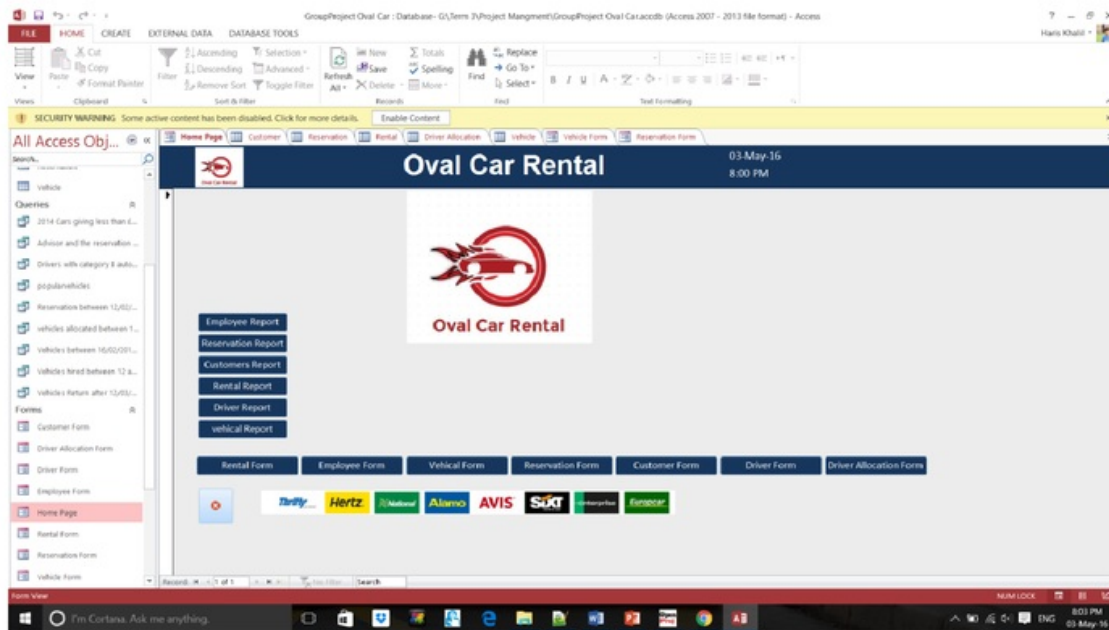
EmployeeID: 1851

Print Reservation Next Reservation Previous Reservation Save Reservation Add Reservation Delete Reservation

Record: 1 of 11

8:03 PM 03-May-16

- Home Page



Reports View

- Vehicle Report

GroupProject Oval Car : Database- G:\Term 3\Project Mangement\GroupProject Oval Car.accdB (Access 2007 - 2013 file format) - Access

FILE HOME CREATE EXTERNAL DATA DATABASE TOOLS

View Paste Copy Cut Format Painter Filter Sort & Filter Advanced Refresh All Save X Delete Records Find Replace Go To Text Formatting

SECURITY WARNING Some active content has been disabled. Click for more details. Enable Content

All Access Objects

Search...

Vehicles between 16/01/201...
Vehicles hired between 12 a...
Vehicles Return after 12/01/...

Forms

Customer Form
Driver Allocation Form
Driver Form
Employee Form
Home Page
Rental Form
Reservation Form
Vehicle Form

Reports

Customer according by name
Driver
Driver Allocation Report
Employee
Popular Vehicles
Reservation Details
Vehicle

Vehicle Report Tuesday, May 3, 2016

Vehicle Name	Vehicle Model	Insurance Type	Description	Price_per/day	Picture
Mercedes Benz	Mercedes-Benz E220 BLUE TEC SE	GAP (Guaranteed Asset Protection)	A comfortable salon executive car with all facilities and luxury	£1,500.00	
Mercedes Benz	Mercedes-Benz CLS Coupe CLS 6	GAP (Guaranteed Asset Protection)	An executive type of motor car, 5 seater and comfortable for a good ride round the city.	£1,000.00	
Mercedes Benz	Mercedes-Benz CLS Estate CLS	GAP (Guaranteed Asset Protection)	The car to people heart, provides the comfort and all facilities are added beyond demand and elite.	£850.00	
BMW	BMW 6 Series Coupe 650i [449]	GAP (Guaranteed Asset Protection)	Despite its Coupe shape the M6 is a big car, and relatively practical with it. A sweeping but driver	£1,600.00	

Report view

Im Cortana. Ask me anything.

8:05 PM 03 May 16

Project Managment Report

GRADEMARK REPORT

FINAL GRADE

GENERAL COMMENTS

Instructor

57 /100

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GRADING FORM: ACCC5005_PMT_A2

HARIS AHMAD KHALIL**57****CRITERION 1 (25%)***A good working software prototype meeting user needs.*

Simple Database application was developed in MSAccess for the given scenario. Necessary tables were created however the attributes in some entities were not directly matching with ERD. Also, some forms are not addressing the current ERD. Input mask could have been used. Also, user friendliness could have been improved. The queries were generated but it was not up to the standard. Some queries were misleading. Simple reports. Home page looks good. The prototype lacks in testing.

16**CRITERION 2 (25%)***Use of Microsoft Project or similar software to complete a realistic project plan. A group report evidencing good understanding of Project management techniques and good groupwork.*



OpenProj has been used to work with the project plan. WBS, GANTT and PERT were evidenced during presentation. Though the group breakdown the project task neatly, they didn't allocate proper time frame for each task especially the testing phase. It had a huge impact on the prototype developed. As a team, the group managed to finish the task however the standard of queries, table design and testing could have been improved if the team works together efficiently.

CRITERION 3 (50%)

A well researched and presented individual document, with good referencing



A brief report. Project planning was briefly discussed. Evaluation about the project could have been focused. General risk management has been focused and listed few risks. It could be better if the listed risks were analysed effectively. Also, Risk Matrix was not presented efficiently to understand the risk details. You just went through the planning for risk and not how your team has planned to handle the risks that you have mentioned. Software quality was not discussed in detail. Current problems and further enhancement could have been discussed. Rushed at BCS codes.

DISCLAIMER

Results are provisional until confirmed by the Examination Board. The mark in this Feedback is given out of 100. However, Late Submission and RESIT students will have their marks capped in their Result Letter

in accordance with the University's regulations in place.