

Work plan

Deadlines

- 2022-03-06 Choose a project proposal and send your choice via email to epsatise@gmail.com
- 2022-03-16 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)
- 2022-03-23 Upload the “black box” **System Diagrams & Structural Drafts** to the wiki
- 2022-04-06 Upload the **List of Components and Materials (what & quantity)** to the wiki *
- 2022-04-12 Upload the detailed **System Schematics & Structural Drawings** to the wiki and do the **cardboard scale model** of the structure
- 2022-04-14 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
- 2022-04-21 Interim Presentation, Discussion and Peer, Teacher and Supervisor Feedbacks
- 2022-04-27 Upload the final **List of Materials (local providers & price, including VAT and transportation)** and the **3D Model Video** to the wiki
- 2022-05-14 Upload refined Interim Report (based on Teacher & Supervisor Feedback)
- 2022-05-26 Upload **packaging solution** to Deliverables and Report
- 2022-06-07 Upload the results of the **Functional Tests** to the wiki
- 2022-06-18 Upload the **Final Report, Presentation, Video, Paper, Poster and Manual**
- 2022-06-23 Final Presentation, Individual Discussion and Assessment
- 2022-06-28:
 1. Update the wiki, report, paper with all suggested corrections
 2. Place in the files section of the MS Teams channel of your team a **folder with the refined deliverables (source + PDF) together with all code and drawings produced**
 3. Hand in to the EPS coordinator a **printed copy of the refined report and poster**
- 2022-06-30:
 1. Hand in the **prototype and user manual** to the client
 2. Do a **live demo** of the prototype
 3. Receive the **EPS@ISEP certificate**
 4. Bring and share **typical food** from your country

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

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Sprint	Start	Finish
1	03/03/2022	09/03/2022
2	10/03/2022	16/03/2022
3	17/03/2022	23/03/2022
4	24/03/2022	30/03/2022
5	31/03/2022	06/04/2022
6	07/04/2022	14/04/2022
Easter Break	15/04/2022	18/04/2022
7	19/04/2022	01/05/2022
Student Week	02/05/2022	08/05/2022
8	09/05/2022	11/05/2022
9	12/05/2022	18/05/2022
10	19/05/2022	25/05/2022
11	26/05/2022	01/06/2022
12	02/06/2022	08/06/2022
13	09/06/2022	15/06/2022
14	16/06/2022	22/06/2022
15	23/06/2022	20/06/2022

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	Choose a project proposal	Done
B	Desk research on our project	In progress
C	Design Thinking	In progress
D	Global Sprint Plan	Done
E	Initial Sprint Plan	Done
F	Gantt chart	In progress
G	Blackbox System Diagrams and Structural Drafts	To do
H	List of Components and Materials (what & quantity)	To do
I	Detailed System Schematics & Structural Drawings	To do
J	Cardboard scale model	To do
K	Interim report	To do
L	Interim presentation	To do
M	List of Materials (local providers & price, including VAT and transportation)	To do
N	Refined Report	To do
O	Building prototype	To do
P	Functional tests	To do

PBI	Title	Status
Q	Final Report	To do
R	Final presentation	To do
S	Video	To do
T	Paper	To do
U	Poster	To do
V	User Manual	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	A	3	A, C, B, J, L	A, C, B, J, L
1	B	4	A, C, B, J, L	A, C, B, J, L
1	C	1	A, C, B, J, L	A, C, B, J, L
2	B	7	A, C, B, J, L	A, C, B, J, L
2	C	2	A, C, B, J, L	A, C, B, J, L
2	D	2	A, C, B, J, L	A, C, B, J, L
2	E	2	A, C, B, J, L	A, C, B, J, L
2	F	2	A, C, B, J, L	A, C, B, J, L

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

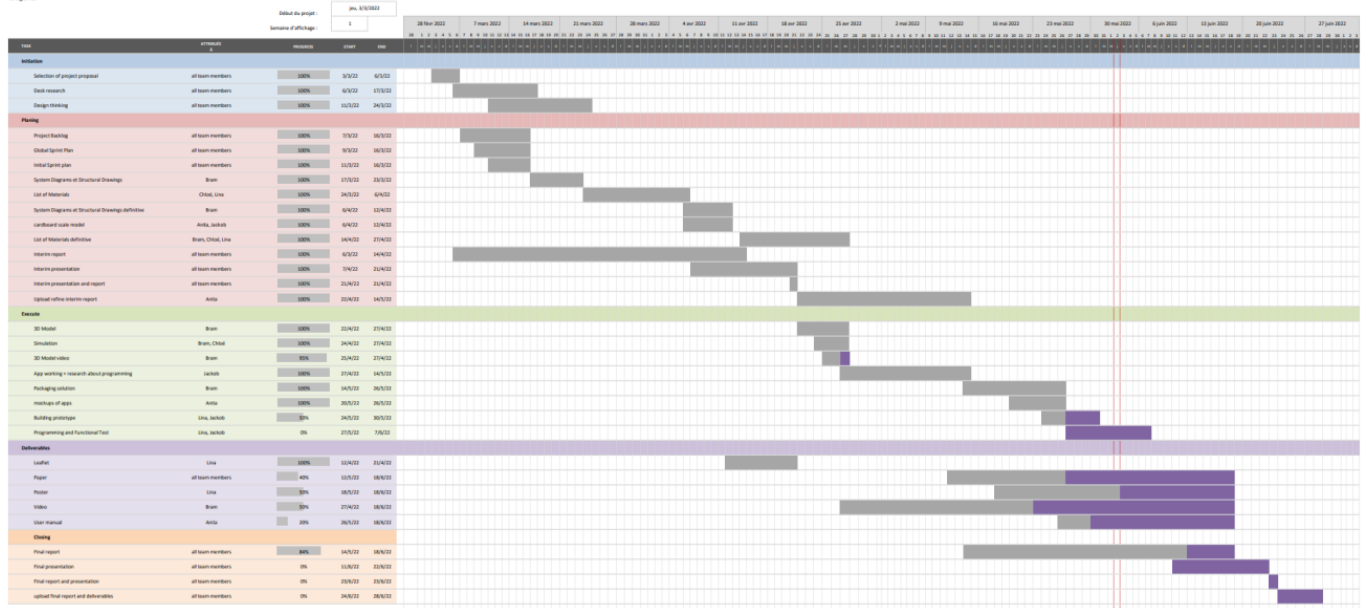
Table 4: Project Progress Register

Sprint	PBI	Responsible	Involved	Status
1	A	A, C, B, J, L	A, C, B, J, L	Done
1	B	A, C, B, J, L	A, C, B, J, L	Done
1	C	A, C, B, J, L	A, C, B, J, L	Done
2	B	A, C, B, J, L	A, C, B, J, L	Done
2	C	A, C, B, J, L	A, C, B, J, L	In progress
2	D	A, C, B, J, L	A, C, B, J, L	Done
2	E	A, C, B, J, L	A, C, B, J, L	Done
2	F	A, C, B, J, L	A, C, B, J, L	Done

Identify key project deliverables (when they will be started and completed) and build a release Gantt chart. See Figure 1 for inspiration.

QRIoCity

Diagrams



gantt_chart_qriocity.pdf
Figure 1: Release Gantt chart

From:

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