

Table of contents

1. INTRODUCTION.....pg. 2

2. PROJECT SPONSOR AND SPONSOR NEEDS.....pg. 5

3. SOFTWARE DEVELOPMENT PROCESS.....pg. 7

4. PROJECT MANAGEMENT.....pg. 8

5. ASSUMPTION AND CONDITIONS.....pg. 9

6. APPROVALS.....pg. 12

1 INTRODUCTION

This is the Project Overview Specification document for the Elder Care and Information System project sponsored by the Inter-Tribal Council of California.

The Direct Six Software Solutions development team is undertaking this project. The team is comprised of six undergraduate students majoring in Computer Science at California State University, Sacramento. The team members are enrolled in a two-semester senior project course required of all undergraduate majors. Successful delivery of the desired software product will fulfill the senior project requirement for the student team members.

The identification of the project sponsor and the team are as follows:

PROJECT SPONSOR

Name: Steven Archer

Title: Planning and Development

Company or Organization name: ITCC (Inter-Tribal Council of California)

Contact information: Cell: (916) 320-0233 email: archers@cwnet.com

DIRECT SIX SOFTWARE SOLUTIONS DEVELOPMENT TEAM

Jared Arbaugh - Cell: (916) 771-3501 email: arbaughj@gmail.com

Dave Diel - Cell: (916) 402-8640 email: diel@surewest.net

Ben Mackin - Cell: (408) 646-3521 email: bmackin@mac.com

Khae Saetern - Cell: (916) 208-1964 email: haes1421@hotmail.com

Benjamin Tovar -Cell: (209) 712-1417 email: tovarb@gaia.ecs.csus.edu

Kou Vang -Cell: (916) 233 – 5051 email: vangkou@gmail.com

Appendix A contains the resumes for each team member.

1.1. Purpose.

This document is being written to create a mutual understanding between the team and the sponsor of what is expected. It is intended to communicate what this project is, and what it is going to accomplish. This document provides an overview as to what this project entails, and be a step in the direction of flushing out the requirements that will need to be met. The problem that is seeking a solution will be laid out, along with the goals and objectives we seek to accomplish for the sponsor. The reader should also come away with what the resource requirements for this project are, including what the team thinks the sponsor is going to need to have.

1.2. Scope

This document contains a basic understanding of the sponsor needs, the development process, the project management, and the assumptions and conditions for the project. All involved factors will be discussed in the latter sections.

1.3. Definitions, Acronyms and Abbreviations

This section contains definitions, acronyms and abbreviations used on this documentation.

1.3.1 Definitions

Project Overview Statement (POS). Documentation that provides an overview for the project that includes sponsors need and development process.

Software Project Management Plan (SPMP). Documentation that specifies the software project management plan for this project.

Software Requirement Specification (SRS). Documentation of the essential requirements (function/features/uses, performance, design constraints, and attributes) of the software and its external interfaces.

Software Development Specification. Documentation of the essential requirements to develop the software.

Software Testing Specifications (STS). Documentation of the essential requirements to test the software and its external interfaces.

1.3.2 Acronyms

ITCC. Inter-Tribal Council of California

POS. Project Overview Specification

SPMP. Software Project Management Plan

SRS. Software Requirement Specification

SDS. Software Development Specification

STS. Software Testing Specifications

CSUS. California State University, Sacramento

DB. Data Base

MS. Microsoft

1.3.3 Abbreviation

MGT. Management

LRN. Learning

1.4. References

Buckley, R. "Guide to Preparing the Project Overview Specification Document." Sacramento State University. 09 Oct 2005. < <http://gaia.ecs.csus.edu/~buckley/CSc190/CSc190.html>>

1.5 This is an overview of the remaining contents of this document.

2. PROJECT SPONSOR AND SPONSOR NEED

This section will contain a short description of who our sponsor is, and what the company he works for dose. It will also give a general description of what our sponsor needs.

3. THE SOFTWARE DEVELOPMENT PROCESS

This section will contain a list of all deliverables, and the development phases that our team will be utilizing.

4. PROJECT MANAGEMENT

This section will contain a general description of our team Management Plan

5. ASSUMPTIONS AND CONDITIONS

This section will contain assumptions by our team, about the ITCC project as an initial form of assuring product quality. As well as defining Limitations and ownership constraints of the ITCC project.

6. APPROVALS

This section will contain the signatures of all participating members, project sponsor, all team members, and faculty advisor, as a form of contractual obligation.

APPENDIX A. PROJECT TEAM EXPERIENCE

This section will contain the Resumes as a form of identifying our team experience.

2. PROJECT SPONSOR AND SPONSOR NEED

Our sponsor is Mr. Stephen Archer of the Inter-Tribal Council of California. ITCC is a non profit organization which is in the business of helping native California tribes in many fields. ITCC finds a need to have statistics and data on various Native American issues. ITCC needs a relational DB to replace there existing system, which is a small MS access DB.

2.1 Inter Tribal Counsel of California

ITCC is involved in many areas. Its business as non profit organization is managing its member's needs. ITCC services can be broken into four major parts, but is not limited to, planning and development, elder care, domestic/public violence issues, and youth programs. For our project this semester we will be focusing in on the elder care section.

2.2 Statement of problem or Opportunity:

- 1) ITCC has a need to keep track of a growing amount of information on various areas.
- 2) ITCC would like to have information available by means of computer data for easy access.
- 3) Since ITCC is a non profit organization keeping statistics is an important part of their needs.

2.3 The project:

Our team has been asked to design a database software solution for ITCC needs. There are four major areas where ITCC wants to keep data including: information on reservations (planning and development), Elder Care (including the questionnaire), domestic/public violence issues, and child care/juvenile programs. Demographics on tribe members are another area of interest. Our project is to make an extendable DB, focusing on the Elder Care section of the ITCC requirements.

2.3.1. The project goal:

Upon completion of this project, our team will deliver and install a database solution to store statistical data on Elder Care (including the questionnaire). This project will replace the existing system, where everything is stored in one persons head. The project remains flexible to changes during the documentation process, but once documentation is approved, the development of the actual software will not be allowed to be altered. The exact requirements and specifications are important to define clearly before this stage. The project objective is to create a DB that can be extended for the future; our group will not be able to include all the requirements from all 4 departments, and will be focusing on the elder health care department. The project will be a success if our sponsor can access the

DB and pull up any piece of information electronically that he would normally have to do manually.

3. THE SOFTWARE DEVELOPMENT PROCESS

Below is a list of the deliverables throughout the project.

- POS (Project Overview Statement)
- SPMP (Software Project Management Plan)
- Required Prototypes ()
- SRS (Software Requirement Specification)
- SDS (Software Development Specification)
- Design Prototypes
- STS (Software Testing Specifications)
- Completed and Installed Software CD & User Manual
- Weekly Time Sheet
- Team, Sponsor, and Advisor Meeting Reports and Agendas
- Project Log

3.1 Development Phases and Deliverables:

In fall 2005 the POS (this document is the POS), SPMP, SRS, and Required prototypes will be addressed. The POS, SPMP, and SRS all produce their own deliverables, and they will be submitted to our sponsor and project advisor for approval. During this time we also have inner team meeting reports, sponsor reports, and weekly time sheets. In spring 2005 semester we will deliver the SDS, Design Prototypes, STS, and the tested and installed software project complete with user manual.

3.2 The Process Model:

For this and next semesters, the project development will be designed using a parallel phase which enables the work to be completed in a semi sequential order. This semester the POS and SPMP will be worked on while weekly reports and time cards are also being kept up to data and turned in. The SRS has a formal signoff marking a mutual understanding of the project software requirements and specification, and marking the end of the semester. Next semester our baseline code and testing documents will also be worked on in parallel.

The SDS will be the first deliverable next semester, and is the last large document before coding begins. Close to the end of the project there is a STS document which will be delivered. This indicates that the software has been tested for accuracy.

3.3 General Overview of Project:

This is an office database application. The database will hold information on the area of elder care. It is understood that the elder care is a high priority. Direct 6 Software Solutions is responsible for the design and creation of the software. Entering data into the database will not be done by Direct 6 Software Solutions.

4. PROJECT MANAGEMENT

The senior project experience is designed to give students an opportunity to work on real world software solutions. Sacramento State students gain experience while sponsors gain valuable software solutions for their business. Various people are involved in the senior project. Once a week we meet with our senior project advisor and our senior project coordinator. Our senior project coordinator is Professor Buckley. Professor Buckley is makes sure everyone in the senior project class is on a team, and in the long run he makes sure that every team knows what is expected of them and when it is expected. Professor Buckley also checks teams work for quality. Professor Jiang is our project advisor. We will meet with professor Jiang weekly to discuss in more detail our project. Professor Jiang has the experience that students don't and will be a valuable resource for details and assistance. As far as our team goes this semester Dave Diel is the project manager. A requirement of senior project is that next semester another project manager must be voted in. Almost all our team members have weekly housekeeping duties. All duties have been split up with fair and equal distribution between members. Our team expects that all members will be involved in requirement and specification gathering, design, and implementation of this project. At team meetings we have a review of the last meetings, catching up those that may have missed a meeting, reviewing documentation, and breaking work needed for the current week. Our sponsor will be directly involved in reviewing and approving almost all phases of the creation process including: the POS document (this document), the SRS, and the user manual. Sponsor will also review and approve the design prototypes, and requirement prototypes of the project. Sponsor meetings are weekly and consist of our team meeting at ITCC headquarters and reviewing documentation and requirements with Mr. Archer.

Professors	
Senior Project Coordinator	Professor Buckley
Senior Project Advisor	Professor Jiang
Team Members	
Project Manager & Sponsor Agenda & Reports	Dave Diel
Team Meetings Agenda & Chair	Jared Arbaugh
Team Meetings Reports	Khae Saetern
Advisor Meetings & Reports	Ben Tovar
Time Sheets & Reports	Kou Vang
Project Log	Ben Mackin

5. ASSUMPTIONS AND CONDITIONS

This section documents the assumptions and conditions to be approved by the team, the sponsor, and the faculty advisor. The intent is to ensure that expectations are understood by Direct 6, ITCC, and professors clearly specifying and approving assumptions that must be met and conditions that may constrain or limit various aspects of the project.

5.1 Assumptions:

- Due to the academic nature of this project it is limited to two semesters. It can not be extended past the two semester time limit by our team.
- Currently we have weekly meetings with our sponsor, and as long as these meetings can continue with some sort of regularity, no problem can be foreseen in completing the project on time.
- Our sponsor will be asked to supply information on their needs in the form of current computer/network system information, blank client forms, and questionnaires.
- If any hardware upgrades or software is needed for the completion of this project then our sponsor has agreed to purchase. Our sponsor has asked for forewarning so that funds can be planned accordingly.

5.2 Resource Requirements

Each team member is expected to work on this project weekly. Team members are expected to continue working through to project completion. An estimate of work hours for thirty weeks at five hours per team member per week multiplied by six team members is approximately 900 student hours to complete this project. This is only a rough estimate. No copy costs or additional supplies can be foreseen in this project. Our sponsor will be informed far in advance in the event hardware upgrades, software, or any other cost will be incurred.

5.3 Conditions and Disclaimers

The following subsections contain conditions and disclaimers that clarify expectations of both the team and the sponsor as to their roles and responsibilities throughout the development period.

5.3.1 Academically Related Conditions and Disclaimers

This subsection contains a variety of issues that need to be documented because of the academic nature of the work done by our team.

5.3.1.1 General Disclaimer

The following is taken from the guide to preparing the project overview specification provided by California State University Sacramento.

All students majoring in Computer Science at California State University, Sacramento are required to complete a two semesters, senior project. The project proposed, ITCC database project is intended to fulfill this requirement for the project team of Direct 6 Software Solutions. While the intent of the team is to deliver a high quality product that meets the sponsor's expectations, neither the students, faculty advisor, or CSUS can be held responsible for any errors in the delivered software product, failure to meet any of the specified requirements, or failure to deliver the software.

Furthermore, due to the academic nature of the experience and its requirement for graduation, students can not be paid for the work associated with the project.

5.3.1.2 Project Delivery

The senior project is a two semester experience. The intent of the course is:

- 1) To engage student teams in a collaborative effort, working with a sponsor to develop and deliver a software product that provide real value to the sponsor's organization.
- 2) To use the project and the development effort.
 - a) To simulate the management and control along with the professional discipline necessary for teams to complete real world projects of much larger scope and difficulty, and
 - b) To demonstrate the value of applying software engineering principles to the development of real-world software systems.

Direct 6 Software Solutions goal is to deliver a quality software solution to the Inter Tribal Council of California. This project will be completed and delivered by the end of spring 2006 semester. Direct 6 Software Solutions hope that not only will their solution satisfy ITCC's needs for information collection and retrieval, but that ITCC will find the delivered software is an indispensable addition to their office tools

5.3.1.3 Limitation on Continuing Support for the Delivered Software.

Sponsor should be aware that upon delivery of the software neither the members of Direct 6 Software Solutions or representatives of CSUS are obligated to support, or maintain the software.

5.3.1.4 Ownership of Product

Student members of the project team, neither work for the University or the project sponsor, ITCC. As such, the students have ownership of the final product and its documentations. The student is a team; which consist of Dave Diel, Jared Arbaugh, Khae Saetern, Ben Tovar, Kou Vang, and Ben Mackin reserve the right to make the final product, documentation. . The sponsor will be given all documentation and software at completion of the second semester. If any interested parties wish clear title to the product, a separate agreement should be executed and signed by the appropriate project participants

In all cases, the Computer Science Department reserves the right to use the documentation and product as examples of student work.

5.3.2 Other Disclaimers

There are no other disclaimers at this time.

6. APPROVALS

This section contains signatures used to indicate approval of and agreement to the conditions and commitments contained in the software proposal.

Project Sponsor:

Faculty Advisor:

Stephen Archer, Sponsor ITCC

Dr. Jiang, Computer Science Department

Team Members:

Dave Diel, Project Manager

Jared Arbaugh, Chair

Khæ Saetarn

Ben Tovar, Technical Analyst

Kou Vang

Ben Mackin

APPENDIX A. PROJECT TEAM EXPERIENCE
Team Members Resumes attached.