

Implementation of Project management software



By Boost software development



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Introduction

Project management software is a broad term referring to a wide range of programs designed to help people manage their projects. These products range from a simple checklist or calendar to help you organize smaller projects to robust tools that let you oversee the multiple project lifecycle.

Institutes of all types use project management software to track their projects. These tools can help you stay organized and on target so you don't have to scramble to get everything done when deadlines come up. They work best for teams, but you can also use them to administer personal or individual projects.

One field that consistently should use project management software is the *Treasury bureau*, in which it typically works with many different institutes at once. Project management software offers a way to organize those projects in a single location and successfully collaborate internally and externally.

Project management software is software used for project planning, scheduling, resource allocation and change management. It allows project managers (PMs), stakeholders and users to control costs and manage budgeting, quality management and documentation and also may be used as an administration system. Project management software is also used for collaboration and communication between project stakeholders.



Problems in the current system

Without a proper project managing software, teams and clients are exposed to chaotic management, unclear objectives, a lack of resources, unrealistic planning, high risk, poor quality project deliverables, projects going over budget and delivered late.

1. Poor time management and delay

Poor project management means that the schedule that the team members are supposed to follow is not set out. The members will have no clear picture of what is expected of them as they work on the projects. There will be no deadlines to meet hence creating a lazy atmosphere among the team members. This means that the project will not be completed on time and the result will be a shoddily done work.

2. Misuse and waste of Funds

At the planning stage, the budget that is required for the project and the means in which the funds will be sort is set out. Poor planning will result to the budget being left out of the projects main agenda. Additionally, the estimation of the funds that will be used is not made due to poor planning. This means that funds will be misused and wasted. The completion of the project will record tremendous losses and the project will have failed.

3. Dissatisfied citizen

Poor project management will not meet the expectations of the people. They will be dissatisfied with the work that has been done and they will not trust the governmental projects in the future. This will be a huge loss for the government and



for the project. The project will have failed in establishing good relations with people.

4. Poor cooperation from stakeholders

The stakeholders usually have expectations from a presentation of the plan of the project to be worked on. If the project management is poor, the stakeholders will not support the project as they will have different expectations, which will be negative. People who intended to sponsor the project may not do so because they do not have a clear picture of what they are sponsoring.

5. Unpredicted high risks and problems

This leads to time wastage in trying to figure out how to solve the challenges that the project faces. Time is money hence the funds of the project will be used in solving the issues that arise from the project due to poor project management. Subsequently, the project will be destined for failure.



Objectives

Main Objectives

- Reduce the cost of projects in the region
- Minimize the average time used to complete projects
- Avoid project failure due to lack of follow-ups
- Tracing and managing every project in the region easily

Specific objectives

- **Fast:** developing a platform that is fast to operate
- **Safe and secured:** developing a platform that has a strong authentication system which is very safe and secured
- **Neat and clear:** Making the platform which is very attractive to use and also a user friendly
- **Easy to use:** Making the platform very easy to use by anyone.
- **Efficient:** Making a platform which is efficient for the dedicated purpose and usage



Advantage of the system

1. High-level project overview

Project management software is a great way to help all the pieces of your project function as a unit. If you have multiple departments working on the same project, a tool like this will help you manage those teams and ensure that everything is completed on time.

2. Task management

When you're managing a project, it's essential to track all the individual tasks your team members must complete. With a project management system, you can assign tasks and receive notifications when they are completed. The software also let you manage due dates and deliverables to keep your team on track.

3. Reporting

Project management software has robust features that help you build reports and dashboards to display every project's status. It's a great way to keep your leadership team informed and see how long each major task is taking through a real-time view of your team's performance.

4. Time tracking

Automated time tracking is a vital feature of project management software, especially when you want accurate invoicing. With software to track billable and non-billable hours, you can log the hours worked on each task and combine it with project and client data to generate comprehensive reports that help you make decisions about rates and improve productivity.



5. Better project planning

When you run multiple projects, you need to take a long-term view of your projects. The more you plan for the future, the more equipped you'll be to avoid common problems. Once you have a solid system in place, it will help your team work together and stay on target as they move forward. The high-level overview provided by project management software includes everything you need to build that system.

6. Ease of communication

Managing everything your team does is nearly impossible in big institute as Treasury bureau without some kind of tracking system. With project management software, you can keep all your tasks organized, view client history and communicate with your team using messages and notes within a single platform. This eliminates much of the need for email or other tools, which means you're more likely to stay focused on the project at hand and avoid potentially damaging distractions.

7. Better budgeting

If your projects are well organized and you know where all your time is going, it's easy to see how much they'll probably cost. Combine that information with billing data and you'll have an accurate estimate of the project's actual cost before you ever start.



Main Features of the software

- **Project planning:** To define a project schedule, a project manager (PM) may use the software to map project tasks and visually describe task interactions.
- **Project Progress:** To share the progress of the project using various methods like pictures from the project, Google map links and viable documents.
- **Task management:** Allows for the creation and assignment of tasks, deadlines and status reports.
- **Document sharing and collaboration:** Productivity is increased via a central document repository accessed by project stakeholders.
- **Calendar and contact sharing:** Project timelines include scheduled meetings, activity dates and contacts that should automatically update across all PM and stakeholder calendars.
- **Time tracking:** Software will have the ability to track time for all tasks maintain records for third-party consultants.



Time frame

A total of five months is required to implement the system, but boost software will try it's best to complete the development as early as possible.

n o	Tasks	week 1-3	Week 4-6	Week 7 - 17	Week 18	Week 19	Week 20
1	Requirement gathering and analyze						
2	System architecture design						
3	System development						
4	Testing and debugging						
5	Deployment						
6	Training						