SJStudio

**Sample Only**

This document was submitted by students in a previous class. Their requirements were different from yours. We offer it only as a sample of what a project was for that class. Copying this document, in whole or in part, and submitting the result as your own work, would be a violation of the honor code.

Midpoint Status Report

Revision 2

**1. Problem Definition**

*Problem:* Sara Jane Studios would like to add a fabric pattern product line to its existing portfolio of products. It is unclear to Sara Jane Studios as to what the impact of the new product line will have on its overall business and direction, and if the venture would be worthwhile.

*Objectives:* Provide Sarah Jane Studios with a business model that will:

1. Provide the information needed to analyze whether or not a fabric pattern line should be added to the portfolio of existing products.

2. Provide the information that will display which product line is most profitable.

3. Provide a best case and worst case scenario for both adding and not adding the fabric pattern line.

4. Provide the ability to alter sales price and number of sales in the projections so that Sara Jane Studios can analyze the effects of changing sales when making their decision.

*Changes in concept:* The business model will now include a best case and worst case scenario for both adding and not adding the new product line. The previously proposed model only listed the outcome of adding the product line or not adding the product line.

**2. Who does what**

As a group, we have decided to nominate a leader for each of the major milestones. The leader of each milestone will be responsible for:

1. Assigning tasks to other team members that are required to complete the milestone.

2. Producing the first revision of the deliverable.

3. Soliciting feedback from all team members.

4. Ensuring the milestone is completed on time.

5. Ensuring that the deliverable meets all requirements that pertain to that milestone.

6. Submitting the deliverable to the instructor (if required).

7. Communicating updates about the milestone to all team members when appropriate.

The following is a list of the major milestones and the designated leader:

Data collection - XXX

Model – XXX

Midpoint status report – XXX

Excel requirements checklist - XXX

Final report – XXX

User guide - XXX

Reference guide - XXX

The non-leaders will be responsible for:

1. Reviewing the work of other team members

2. Providing feedback

3. Completing tasks assigned by the leader

4. Participating in meetings about each milestone

**3. Refined schedule and budget**

|  |  |  |  |
| --- | --- | --- | --- |
| *Milestone* | *Target Date* | *Deliverable* | *Cost (in hours)* |
| Research project | 10/1/2010 | Results of research | 5 |
| Project proposal | 10/7/2010 | Project proposal | 3 |
| Word requirements checklist | 10/7/2010 | Submit checklist document | 2 |
| Develop project plan | 10/14/2010 | Completed project plan | 2 |
| Data collection | 10/22/2010 | Data for model | 4 |
| Design and develop model | 10/28/2010 | First draft of model | 6 |
| Midpoint Status report | 10/28/2010 | Submit report | 3 |
| Excel requirements checklist | 10/28/2010 | Submit checklist document | 2 |
| Update project plan | 10/28/2010 | Communicate updates | 2 |
| Complete model | 11/11/2010 | Final draft of model | 4 |
| Draft user guide | 11/18/2010 | First draft of user guide | 3 |
| Draft reference guide | 11/18/2010 | First draft of user guide | 3 |
| Draft final report | 11/25/2010 | First draft of final report | 6 |
| Complete user guide | 12/2/2010 | Final draft of user guide | 2 |
| Complete reference guide | 12/2/2010 | Final draft of reference guide | 2 |
| Submit model to client | 12/2/2010 | Model delivered to client | 1 |
| Update model based on client feedback | 12/6/2010 | Model updated and delivered to client | 3 |
| Client acceptance | 12/9/2010 | Client signs off on model | 1 |
| Complete final report | 12/15/2010 | Final draft of final report | 3 |
| Review all documents | 12/15/2010 | Team reviews all documents to be submitted | 2 |
| Submit project | 12/16/2010 | Project is submitted to instructor | 1 |
| *Total Cost* |  |  | 60 |