# **Capstone Project 1: Online Agriculture Product Store**

### ****Identify Business Process Model for Online Agriculture Store – (Goal, Inputs, Resources, Outputs, Activities, Value Created)****

### A **Business Process Model** is a visual representation of the workflows and processes within an organization. It maps out the sequence of activities, tasks, and interactions required to complete a business operation or objective. The purpose of creating a business process model is to understand, analyze, and optimize how business tasks are carried out, improve efficiency, and ensure alignment with organizational goals.

**Goal:**The main goal is to create a simple and easy-to-use online platform where farmers can buy things like seeds, fertilizers, and pesticides. This platform will help farmers, especially those in remote areas, to get these essential products without having to travel far.

**Inputs -**Product information, Farmer details (contact, location, delivery info),Technology (website, mobile app),Payment processing data.

**Resources-** Manufacturers (who will supply products),Skilled developers and project managers, Cloud technology or servers to run the platform,Budget of 2 Crores INR to cover development, testing, and marketing.

**Activities:**

* Manufacturers upload their products onto the platform.
* Farmers browse the products, select what they need, and place orders.
* Farmers make payments, provide delivery information, and receive products at their locations.
* Customer service support for issue resolution.

**Outputs:**

* Farmers can access a wide variety of agricultural products online.
* They can easily place orders and have the products delivered to their homes.

**Value Created:**

* **For Farmers:** Easier access to products, better prices, and convenient home delivery.
* **For Manufacturers:** Exposure to a larger market and access to new customers.
* **For the Community:** Improved farming practices, higher productivity, and better crop yields.

### ****SWOT Analysis for the Project****

### **SWOT Analysis** is a tool used to assess the **Strengths, Weaknesses, Opportunities, and Threats** of a business, project,

**Strengths:**

* Solves a major problem by connecting farmers to products they need.
* The platform can offer a wide selection of products from various suppliers.
* Strong team and funding available (2 Crores INR).

**Weaknesses:**

* Lack of internet access or technology familiarity in remote areas.
* Limited logistics and delivery options for remote locations.
* Possible resistance to adopting new technology.

**Opportunities:**

* Potential for expansion to include more products and services.
* Possibility of data-driven suggestions for products based on farmer behavior.
* Growth into international markets or new geographical regions.

**Threats:**

* Competition from other platforms or companies offering similar services.
* Potential legal regulations that restrict online sales of agricultural products.
* Resistance to the platform from farmers who are unfamiliar with online shopping.

### ****3. Feasibility Study (Technology: Java)****

A **feasibility study** is a process that examines whether a project or idea is achievable using the available resources, budget, time, and technology. It also highlights potential challenges and helps determine if the project is worth pursuing.

**Hardware (HW):**

* Cloud hosting or reliable servers (AWS, Google Cloud, etc.) for storage and data processing.
* The platform should be accessible on smartphones and desktops.

**Software (SW):**

* Java will be used for the backend, ensuring scalability and performance.
* Mobile apps can be developed using frameworks like React Native or Flutter for both Android and iOS.
* A robust database (e.g., MySQL) to store user, product, and transaction data.

**Trained Resources:**

* Java developers for backend development.
* Mobile developers for app development.
* Database administrators for managing and securing data.
* Testers to ensure the platform works seamlessly.

**Budget:**

* The project is funded with a budget of 2 Crores INR, which covers development, testing, marketing, and deployment.

**Timeframe:**

* The project will take approximately 18 months, including development, testing, and deployment.

### ****4. Gap Analysis (AS-IS vs TO-BE Process)****

* **Gap analysis** is a process used to identify the difference between the current state and the desired future state of a project, process, or organization. It helps in determining what needs to be done to achieve the desired goals by comparing the present situation to the objectives. Gap analysis is useful for identifying areas of improvement and planning the necessary actions to bridge
* **Current State (Challenges Faced by Farmers):**
	+ Farmers in remote areas struggle to access essential farming products like fertilizers, seeds, and pesticides.
	+ Limited or no internet connectivity for farmers to browse products and place orders.
	+ Lack of awareness about how to use online platforms.
	+ No direct communication channels between farmers and manufacturers for product availability.
* **Desired State (Solution via the Online Platform):**
	+ Farmers in rural areas can easily browse and purchase agricultural products (seeds, fertilizers, pesticides) through an easy-to-use mobile app or website.
	+ The platform provides a direct connection between farmers and manufacturers, enabling better product availability.
	+ Farmers are trained and supported to use the app, even with minimal technological knowledge.
	+ Enhanced access to farming products, improving farm productivity and reducing dependency on local markets or middlemen.

### Risk Analysis for the Online Agriculture Product Store Project

**Risk analysis** is the process of identifying, evaluating, and prioritizing potential risks that may affect a project, business, or system. The goal is to assess the likelihood of these risks, their potential impact, and to develop strategies to manage or mitigate them, ensuring the project's success.

### ****Internal Risks:****

1. **Dependence on External Vendors for Product Supply and Inventory Management**
	* **Risk**: Relying on external vendors for the supply of fertilizers, seeds, and pesticides creates a risk of stock shortages, delayed deliveries, or fluctuating prices.
	* **Impact**: This can cause disruptions in service to farmers, leading to customer dissatisfaction and potential loss of trust in the platform.
	* **Mitigation Strategy**: Establish multiple suppliers, negotiate long-term contracts, and build relationships with local suppliers to reduce dependency.
2. **High Operating Expenses Due to Investments in Technology and Marketing**
	* **Risk**: Significant investment is required for developing the technology platform (website, mobile app) and for marketing the platform to reach farmers.
	* **Impact**: If the platform does not generate enough revenue to cover these expenses, the business could face financial strain.
	* **Mitigation Strategy**: Create a phased investment plan, monitor cash flow regularly, and ensure marketing efforts are targeted and efficient. Start with cost-effective marketing channels.
3. **Technical Issues and Software/Application Crashes at Initial Phase**
	* **Risk**: The platform may experience technical problems, such as server crashes, website malfunctions, or software bugs, especially during the early stages of deployment.
	* **Impact**: These issues can damage the reputation of the platform, cause user frustration, and lead to lost business opportunities.
	* **Mitigation Strategy**: Perform thorough testing (load testing, user acceptance testing) before launch, and establish a technical support team to quickly resolve any issues.

### ****External Risks:****

1. **Competition May Arise**
	* **Risk**: Other companies or organizations may launch similar platforms to serve the same target audience (farmers), increasing competition.
	* **Impact**: This could lead to market saturation, reduced market share, and lower profitability for the platform.
	* **Mitigation Strategy**: Differentiate the platform by offering unique features (e.g., better user experience, localized support, loyalty programs), and continuously innovate to stay ahead of competitors.
2. **Changes in E-Commerce Industry**
	* **Risk**: The rapid evolution of the e-commerce industry, such as new regulations, technology trends, or shifts in consumer behavior, could affect the platform’s operations.
	* **Impact**: Changes such as new government regulations, security concerns, or consumer privacy laws could require the platform to adapt quickly, potentially causing operational disruptions.
	* **Mitigation Strategy**: Stay updated on industry trends, legal requirements, and technological advancements. Build flexibility into the platform to quickly adjust to changes.

### ****BA (Business Analyst) Risks:****

1. **Misunderstanding the Needs of Farmers**
	* **Risk**: The business analyst may not fully understand the needs or preferences of the target audience (farmers), leading to a platform that does not meet expectations.
	* **Impact**: Farmers may find the platform difficult to use, may not trust it for purchasing essential products, or may not use it at all, resulting in low engagement.
	* **Mitigation Strategy**: Conduct thorough market research, surveys, and user interviews with farmers. Continuously collect user feedback and refine the platform accordingly.
2. **Unclear Project Scope**
	* **Risk**: The project scope may not be clearly defined, which can lead to confusion or delays during development. Without clear goals and deliverables, resources may be misallocated, and timelines may be missed.
	* **Impact**: This could cause budget overruns, missed deadlines, and dissatisfaction among stakeholders.
	* **Mitigation Strategy**: Establish a clear project scope, set measurable goals, and communicate regularly with all stakeholders to align expectations.

### ****Project Risks:****

1. **Technical Challenges Like Website Crashes, Slow Performance, or Security Issues**
	* **Risk**: Technical challenges related to the website's performance (e.g., slow loading times, downtime, security breaches) can impact the user experience and result in loss of customers.
	* **Impact**: Poor performance could drive users away, reduce trust in the platform, and lead to financial loss.
	* **Mitigation Strategy**: Ensure robust server infrastructure, perform regular performance optimization, and implement stringent security measures (e.g., encryption, secure payment gateways).
2. **Delivery Challenges, Especially in Remote or Difficult-to-Reach Locations**
	* **Risk**: Delivering products to farmers in remote or difficult-to-reach areas may pose logistical challenges, including delays, higher transportation costs, or unreliable services.
	* **Impact**: Delivery delays or failures could result in customer dissatisfaction, negative reviews, and potential loss of business.
	* **Mitigation Strategy**: Partner with reliable logistics companies that specialize in rural or remote deliveries. Offer alternative delivery options and set realistic delivery timelines.
3. **Unforeseen Costs or Budget Overruns**
	* **Risk**: Unexpected costs, such as software bugs, delayed timelines, or unplanned expenses, may exceed the original budget.
	* **Impact**: This can strain finances and delay project timelines, affecting overall project success.
	* **Mitigation Strategy**: Set aside a contingency budget, monitor expenses closely, and keep stakeholders informed about potential changes in the budget.
4. **Legal Risks Related to the Online Sale of Agricultural Products**
	* **Risk**: There may be legal challenges related to the sale of agricultural products online, including licensing requirements, taxes, or compliance with agriculture-related regulations.
	* **Impact**: Legal issues could result in fines, delays in product availability, or even shutdown of the platform.
	* **Mitigation Strategy**: Consult with legal experts to ensure the platform complies with local laws, obtain necessary licenses, and stay updated on regulations related to online sales of agricultural products.

### ****Conclusion****:

Conducting a comprehensive risk analysis helps the project team understand and address potential challenges that may arise throughout the project lifecycle. By identifying risks early and preparing mitigation strategies, the team can reduce the likelihood of disruptions and ensure the project's success. Risk management should be an ongoing process, with regular monitoring and adjustments as the project progresses.

### ****6. Stakeholder Analysis (RACI Matrix)****

| **Stakeholder** | **Responsible** | **Accountable** | **Consulted** | **Informed** |
| --- | --- | --- | --- | --- |
| Mr. Henry (Sponsor) |  | ✔ | ✔ | ✔ |
| Mr. Pandu (Finance) |  | ✔ | ✔ | ✔ |
| Mr. Dooku (Coordinator) |  | ✔ | ✔ | ✔ |
| Mr. Vandanam (PM) | ✔ | ✔ | ✔ | ✔ |
| Mr. Karthik (Delivery Head) | ✔ | ✔ | ✔ | ✔ |

### ****7. Business Case Document****

### ****1. Why is this project initiated?****

This project is started to help farmers, especially in remote areas, who face difficulties in accessing important farming products like seeds, fertilizers, and pesticides. The goal is to create an online platform where farmers can easily buy these products and get them delivered directly to their farms, saving time, money, and effort.

### ****2. What are the current problems?****

* **Hard to Access Products**: Farmers have trouble finding seeds, fertilizers, and pesticides, especially in remote areas.
* **High Costs**: Prices are inflated because of middlemen involved in the supply chain.
* **Limited Technology Use**: Many farmers aren’t familiar with using online platforms to shop.
* **Delivery Delays**: Products take too long to reach farmers in rural locations.
* **Digital Literacy Issues**: Farmers may not know how to use an online platform or digital tools.

### ****3. With this project, how many problems can be solved?****

This project can solve:

* **Easier Access to Products**: Farmers can shop online for all the products they need.
* **Lower Costs**: By eliminating middlemen, prices will be lower for farmers.
* **Timely Delivery**: Products will be delivered directly to farmers without delays.
* **Education**: Farmers will get training to understand and use the platform.
* **Direct Communication with Manufacturers**: Farmers can talk directly to product makers for better deals.

### ****4. What are the resources required?****

* **Human Resources**:
	+ Project manager, developers, testers, database admins, and farmer trainers.
* **Technical Resources**:
	+ Software for building the platform (web and mobile), internet access, and servers for hosting.
* **Financial Resources**:
	+ Budget of **2 Crores INR** for development, marketing, and logistics.
* **Logistical Resources**:
	+ Partnerships with delivery services to send products to farmers.

### ****5. How much organizational change is required to adopt this technology?****

* **Training Farmers**: Farmers will need to be trained on how to use the online platform.
* **Shifting to Digital**: Farmers will need to move from traditional ways of buying products to using the digital platform.
* **Supply Chain Updates**: The supply chain must adapt to handle online orders and deliveries.
* **Internal Process Changes**: The organization must adjust its processes for handling online orders and payments.

### ****6. What is the time frame to recover ROI?****

The expected time to recover the investment (ROI) is around **2-3 years**:

* **Year 1**: Development and launch of the platform.
* **Year 2**: More farmers start using the platform, and sales grow.
* **Year 3**: Full return on investment as the platform becomes widely used.

### ****7. How to identify the stakeholders?****

Stakeholders are:

* **Farmers**: The main users who will benefit from the platform.
* **Manufacturers**: Companies that supply seeds, fertilizers, and pesticides.
* **Delivery Partners**: Companies that will deliver products to farmers.
* **Project Team**: The people working on the platform (developers, testers, managers).
* **Government and Regulators**: Bodies that oversee agricultural and e-commerce regulations.
* **Investors**: People funding the project.
* **Other Suppliers**: Potential future product suppliers for farmers, like equipment companies.

Identifying these groups helps in understanding who is involved and how they will be impacted by the project.

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### ****8. Project Development Approach (SDLC and Methodologies)****

**SDLC methodology:**

* **Sequential (Waterfall):**
This method involves completing each phase one after the other. It's easy to manage but may not be flexible if changes are needed.
* **Iterative**
Work is done in smaller phases or iterations, with each iteration building upon the last. This allows for more flexibility and feedback.
* **SPIRAL**
The project grows gradually, with regular improvements and new features added over time.
* **Agile metholody**The project is divided into small, manageable tasks called sprints. After each sprint, the team gets feedback and makes adjustments for the next cycle.

### ****9. SDLC Models: Waterfall, RUP, Spiral, and Scrum****

* **Waterfall Model:**
Follows a strict order of phases. Each phase must be completed before moving to the next. Works well for projects with clear, unchanging requirements.
* **RUP (Rational Unified Process):**
This model is flexible and iterative, breaking the project into smaller phases while accommodating changes during the process.
* **Spiral Model:**
Focuses on risk management by iterating through planning, designing, testing, and evaluating risks before proceeding.
* **Scrum (Agile):**
The project is divided into small cycles (sprints), and after each sprint, feedback is gathered. This allows for continuous improvement and flexibility.
* **V model -** **V-Model** (Verification and Validation Model) is a software development model that emphasizes testing at each stage of the development process. It is similar to the Waterfall model, but with a key difference: for every phase of development, there is a corresponding testing phase to ensure the software works as intended. The process is visualized in the shape of a "V," where development activities are on the left side and testing activities are on the right side.

10. Write down the differences between waterfall model and V model.

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| **Waterfall Model** | **V-Model** |
| Linear and sequential. | Sequential but with parallel testing. |
| Testing occurs after the development is completed. | Testing is done simultaneously with development. |
| Inflexible; changes are difficult once a phase is completed. | Less flexible; changes are difficult but manageable during testing. |
| Simple, easy to manage. | Clear structure, with development and testing phases connected. |
| No explicit focus on risk management. | Risk management is considered with each phase. |
| Phases are executed one after the other. | Phases are executed with corresponding testing phases. |
| Difficult to accommodate changes. | Changes are harder to handle but testing ensures issues are caught early. |
| Testing is performed at the end of the process. | Testing is done for each development phase. |
| Debugging happens after development. | Debugging happens after each corresponding testing phase. |
| Phases are distinct and linear. | Corresponding testing phase aligns with each development phase. |
| Suitable for smaller projects with clear, fixed requirements. | Suitable for projects with clearly defined requirements and lower complexity. |
| QA is usually conducted after the development is completed. | QA is continuously conducted throughout development. |
| Heavy documentation required after each phase. | Documentation is aligned with development and testing simultaneously. |
| Cost-effective initially but can become expensive if changes are needed later. | Can be more costly initially due to the need for early testing but ensures quality. |
| Final product is delivered after all phases are complete. | Incremental deliverables with each completed phase. |

**11. As a BA, state your reason for choosing one model for this project**

As a business analyst best suitable model for this project is waterfall model. Because this project is small at initial stage and waterfall model is suitable for small projects. This model moves in linear way so the every process can be reviewed well.

**12. The Committee of Mr. Henry, Mr Pandu, and Mr Dooku discussed with Mr Karthik and finalised on the V Model approach (RG, RA, Design, D1, T1, D2, T2, D3, T3, D4, T4 and UAT) Mr Vandanam is mapped as a PM to this project. He studies this Project and Prepares a Gantt chart with V Model (RG, RA, Design, D1, T1, D2, T2, D3, T3, D4, T4 and UAT) as development process and the Resources are PM, BA, Java Developers, testers, DB Admin, NW Admin.**

A **Gantt chart** is a type of bar chart that visually represents a project schedule over time. It displays the start and finish dates of various tasks and their durations, along with the dependencies between tasks. Gantt charts are used for project planning, tracking progress, and managing time in project management.

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| **month 2** | **month 4**  | **month 6** | **month 8** | **month 10** | **month 12** | **month 14** | **month 16** | **month 18** | **month 20** |
| RG |   |   |   |   |   |   |   |   |
|   |   | RA |   |   |   |   |   |   |
|   |   |   |   | DESIGN |   |   |   |   |
|   |   |   |   |   |   | DEVOLOPMENT |   |   |
|   |   |   |   |   |   |   |   | TESTING |
|   |   |   |   |   |   |   |   |   | UAT |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Resources** |  | **month 2** | **month 4**  | **month 6** | **month 8** | **month 10** | **month 12** | **month 14** | **month 16** | **month 18** | **month 20** |
| project manager  |  |   |   |   |   |   |   |   |   |   |   |
| BA |  |   |   |   |   |   |   |   |   |   |   |
| java devoloper |  |  |  | D1 | D2 |   | D3 |   | D4 |  |   |
| operations support  |  |  |   |   |   |   |   |   |   |   |   |
| tester  |  |   |   |   |   |   | T1 | T2 | T3 | T4 |   |
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| **D1**: Backend development (Database, API, Server-side logic). |
| **D2**: Frontend development (User interface for web and mobile). |
| **D3**: Integration (Connecting backend with frontend and third-party systems like payment gateway). |
| **D4**: Final adjustments (UI/UX enhancements, final tweaks). |
| **Resources**: PM, Java Developers, DB Admin, NW Admin. |
| **Duration**: 8-10 months, with each phase lasting 2-3 months. |
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| **T1**: Unit testing (Test individual components). |
| **T2**: Integration testing (Ensure the various parts of the system work together). |
| **T3**: System testing (End-to-end testing of the complete system). |
| **T4**: User acceptance testing (UAT) (Ensure the system meets end-user expectations). |
| **Resources**: Testers, Java Developers (for bug fixes). |

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**13. Explain the difference between Fixed Bid and Billing projects**

* A fixed bid project is one in which the service provider agrees to deliver a specific scope of work for fixed price. The scope of work, deliverables, and timeline are agreed upon upfront, and the service provider assumes the risk for any cost overruns or delays
* A billing project is one in which the service provider bills the client for the acual time and material expended on the project. The client pays for the service providers time and expenses, and the scope of work can be adjusted as needed throughout project.

**14. Design a time sheet for various phases in SLDC**

1. Design Timesheet of a BA
2. Development Timesheet of a BA
3. Testing Timesheet of a BA
4. UAT Timesheet of a BA
5. Deployment n Implementation Timesheet of a BA

Here is the updated **timesheet** for each phase in the SDLC, including specific times (from and to), and accounting for lunch breaks:

### 1. ****Design Timesheet for a BA****

| **Date** | **Task Description** | **Time (From - To)** | **Time Spent (hrs)** | **Notes** |
| --- | --- | --- | --- | --- |
| 01-Jan-2025 | Gather requirements from stakeholders | 9:00 AM - 12:00 PM | 3 | Interviewed stakeholders, discussed project goals. |
|  | **Lunch Break** | 12:00 PM - 1:00 PM | 1 | Lunch break. |
|  | Continue gathering requirements | 1:00 PM - 4:00 PM | 3 | Discussed further requirements. |
| 02-Jan-2025 | Analyze business requirements | 9:00 AM - 12:00 PM | 3 | Analyzed the business process. |
|  | **Lunch Break** | 12:00 PM - 1:00 PM | 1 | Lunch break. |
|  | Continue analysis | 1:00 PM - 4:00 PM | 3 | Completed analysis of processes. |
| 03-Jan-2025 | Prepare requirement specification docs | 9:00 AM - 12:00 PM | 3 | Drafted the document for approval. |
|  | **Lunch Break** | 12:00 PM - 1:00 PM | 1 | Lunch break. |
|  | Finalize document | 1:00 PM - 4:00 PM | 3 | Completed the draft. |

### 2. ****Development Timesheet for a BA****

| **Date** | **Task Description** | **Time (From - To)** | **Time Spent (hrs)** | **Notes** |
| --- | --- | --- | --- | --- |
| 06-Jan-2025 | Collaborate with developers on design | 9:00 AM - 12:00 PM | 3 | Discussed design specifications with the dev team. |
|  | **Lunch Break** | 12:00 PM - 1:00 PM | 1 | Lunch break. |
|  | Continue collaboration | 1:00 PM - 4:00 PM | 3 | Provided further clarifications. |
| 07-Jan-2025 | Review technical documentation | 9:00 AM - 12:00 PM | 3 | Analyzed technical documents to align with requirements. |
|  | **Lunch Break** | 12:00 PM - 1:00 PM | 1 | Lunch break. |
|  | Continue document review | 1:00 PM - 4:00 PM | 3 | Finalized review of documentation. |
| 08-Jan-2025 | Support development of features | 9:00 AM - 12:00 PM | 3 | Clarified requirements with the development team. |
|  | **Lunch Break** | 12:00 PM - 1:00 PM | 1 | Lunch break. |
|  | Monitor development | 1:00 PM - 4:00 PM | 3 | Answered queries from developers. |

### 3. ****Testing Timesheet for a BA****

| **Date** | **Task Description** | **Time (From - To)** | **Time Spent (hrs)** | **Notes** |
| --- | --- | --- | --- | --- |
| 11-Jan-2025 | Participate in test planning session | 9:00 AM - 12:00 PM | 3 | Collaborated on test case creation. |
|  | **Lunch Break** | 12:00 PM - 1:00 PM | 1 | Lunch break. |
|  | Continue planning | 1:00 PM - 4:00 PM | 3 | Worked on detailed test plans. |
| 12-Jan-2025 | Review test cases and scenarios | 9:00 AM - 12:00 PM | 3 | Validated test cases against requirements. |
|  | **Lunch Break** | 12:00 PM - 1:00 PM | 1 | Lunch break. |
|  | Review feedback | 1:00 PM - 4:00 PM | 3 | Reviewed and updated test cases. |
| 13-Jan-2025 | Assist with executing tests | 9:00 AM - 12:00 PM | 3 | Assisted testers with executing functional tests. |
|  | **Lunch Break** | 12:00 PM - 1:00 PM | 1 | Lunch break. |
|  | Monitor testing | 1:00 PM - 4:00 PM | 3 | Ensured tests were proceeding as planned. |

### 4. ****UAT (User Acceptance Testing) Timesheet for a BA****

| **Date** | **Task Description** | **Time (From - To)** | **Time Spent (hrs)** | **Notes** |
| --- | --- | --- | --- | --- |
| 16-Jan-2025 | Plan UAT sessions with stakeholders | 9:00 AM - 12:00 PM | 3 | Scheduled UAT sessions with end users. |
|  | **Lunch Break** | 12:00 PM - 1:00 PM | 1 | Lunch break. |
|  | Finalize UAT plan | 1:00 PM - 4:00 PM | 3 | Prepared final version of UAT plan. |
| 17-Jan-2025 | Prepare UAT test cases | 9:00 AM - 12:00 PM | 3 | Created UAT test cases based on user scenarios. |
|  | **Lunch Break** | 12:00 PM - 1:00 PM | 1 | Lunch break. |
|  | Finalize UAT cases | 1:00 PM - 4:00 PM | 3 | Refined test cases for review. |
| 18-Jan-2025 | Conduct UAT testing with users | 9:00 AM - 12:00 PM | 3 | Facilitated UAT testing with users. |
|  | **Lunch Break** | 12:00 PM - 1:00 PM | 1 | Lunch break. |
|  | Gather feedback | 1:00 PM - 4:00 PM | 3 | Collected feedback from UAT participants. |

### 5. ****Deployment & Implementation Timesheet for a BA****

| **Date** | **Task Description** | **Time (From - To)** | **Time Spent (hrs)** | **Notes** |
| --- | --- | --- | --- | --- |
| 21-Jan-2025 | Coordinate deployment planning | 9:00 AM - 12:00 PM | 3 | Worked with the team to plan deployment. |
|  | **Lunch Break** | 12:00 PM - 1:00 PM | 1 | Lunch break. |
|  | Review deployment checklist | 1:00 PM - 4:00 PM | 3 | Ensured all requirements were met for deployment. |
| 22-Jan-2025 | Monitor deployment process | 9:00 AM - 12:00 PM | 3 | Supported the deployment process. |
|  | **Lunch Break** | 12:00 PM - 1:00 PM | 1 | Lunch break. |
|  | Provide support during implementation | 1:00 PM - 4:00 PM | 3 | Addressed issues during the implementation phase. |