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# Project Plan

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## Version management

Version	Date	Description	Remarks
0.1	14-04-2025	Initial setup	Document structure
0.2	15-04-2025	Details and context	Added context for the assignment
0.3	16-04-2025	Learning	Described Learning Objectives
1.0	16-04-2025	Finalized first version	Send for evaluation

## Distribution

Name	Role	Date	Version
	Coach	16-04-2025	1.0
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## 1. Introduction

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This project plan outlines the motivation, scope, approach, and learning objectives for the execution of the AR Assistant Project. This project originates from an opportunity observed in factory and warehouse environments and aims to provide a fitting solution.

This plan details the key products of the project, along with the main activities required to achieve them. These include phases such as research, design, development, testing, and evaluation. To make sure a structured process will be followed, certain methods will be applied, such as agile planning techniques, iterative prototyping, and user feedback loops. We also created an initial outline of the planning, outlining when each activity is scheduled and how they align with project milestones.

In addition to the successful completion of the project, personal learning and development are also a big part of this project. This project provides an opportunity to further develop competencies in areas such as working as a group and leadership, and gaining or improving skills in AR development, with clearly defined personal learning objectives.

This document outlines everything we plan to do and how we intend to do it, providing a solid and structured start to the project.

## 2. Cause

This chapter lays the foundation for understanding the core aspects of the project by defining the problem. First the problem will be defined in detail and the necessary context will be given. Following that, the roles and responsibilities of the key parties involved are outlined, and finally, the chapter identifies and analyzes the stakeholders who may be affected or have an interest in the project's outcome.

### 2.1. Problem definition

Maintaining and inspecting machinery in the fast-paced industrial sector gives the company more production capacity and lower average downtime. However, traditional maintenance methods often involve a reactive approach and outdated systems. This working process is prone to errors and is time-consuming. Technicians mostly have no access to data like real-time machine information and advanced tooling like maintenance prediction. The inefficiencies lead to increased downtime, higher operational costs, more pressure and dependence on the technicians. On top of that it makes it much more difficult to train new technicians.

### 2.2. Context

This project was initiated in response to the challenges technicians face during machine maintenance and inspections such as lack of real-time data and inefficient training processes. The goal is to provide an accessible, AR-based solution that enhances task efficiency and supports both experienced and new technicians. This concept aligns with current industry trends toward digitalization and smarter workflows in factory environments.

### 2.3. Parties involved

The parties involved in this project are the supervisor, possible stakeholders and the authors of the project proposal. From school we are guided by Puja Buter-Fadte, for feedback on the work done the team may contact her. The main author of the project proposal is Casper Schouwenaar, who is available for questions regarding the assignment.

### 2.4. Stakeholders

Several stakeholders are involved in this project. The involvement of the stakeholders is made clear by the Power-Interest Matrix below. But first a list of stakeholders with their described involvement.

Name / Group	Role / Involvement
	<i>Product Owner</i> – Responsible for translating the project vision into features and ensuring alignment with the original idea. Acts as the internal client.
<b>Ivan Bark</b>	<i>Communication Lead</i> – Maintains internal and external communication, ensures updates reach the coach, and keeps the team aligned.
	<i>Planner / Scrum Master</i> – Oversees the development process and ensures the team follows Scrum practices. Facilitates standups, sprint planning, and retrospectives.

	<i>Team Member</i> – Actively contributes to design, development, and testing. Supports other roles as needed.
	<i>Coach (Windesheim)</i> – Monitors team progress, provides feedback, ensures the project aligns with educational objectives, and assesses deliverables.
<b>Technicians (End Users)</b>	<i>Primary Users</i> – Will use the AR Assistant in industrial settings for machine maintenance and inspections. Their workflow needs and usability feedback drive key design decisions.

Below you can see the matrix which gives a good overview of the stakeholders and their involvement.

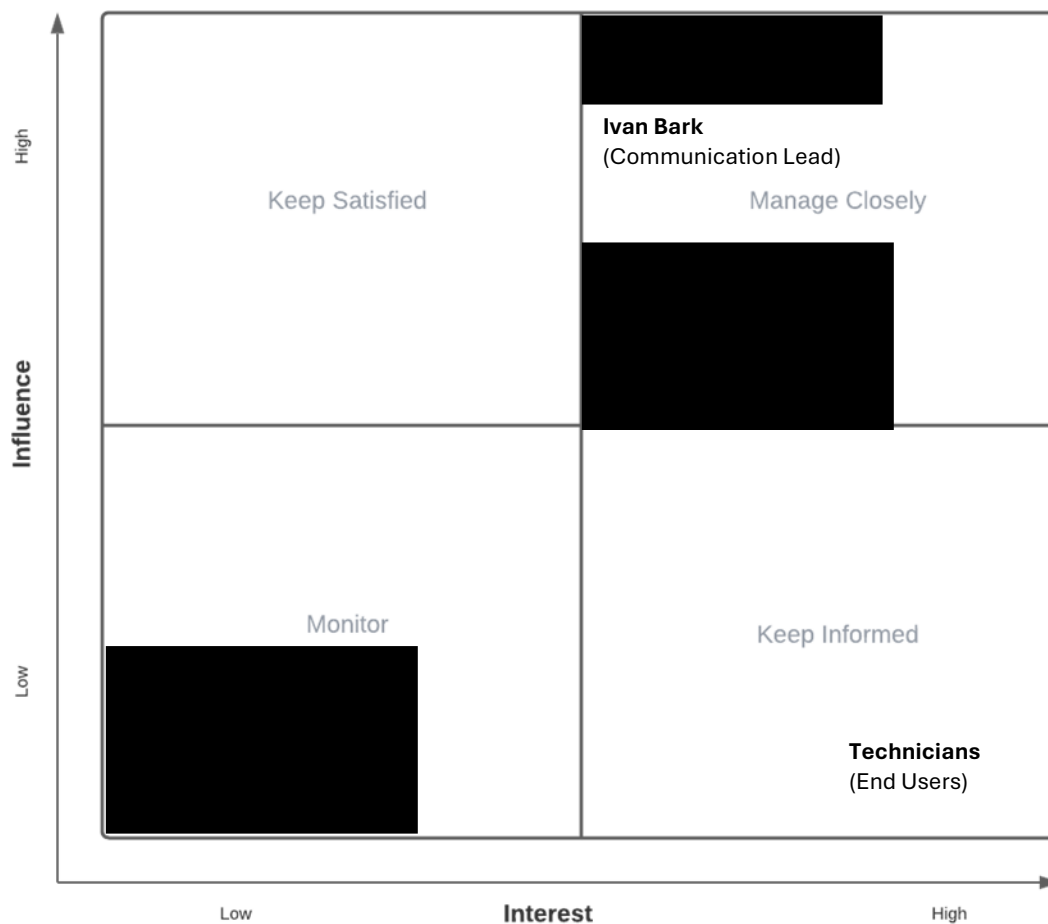


Diagram 2.1: Power-Interest Diagram

## 3. The project

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This chapter provides a detailed overview of the project itself. It describes what we aim to build, outlines the project scope, and identifies the key elements required for success. In addition, it discusses potential challenges, limitations, and risks that may arise during the development process.

### 3.1. Project description

The project aims to develop a versatile Augmented Reality (AR) product to assist technicians in performing maintenance and inspection tasks on various machinery. This innovative solution enhances the efficiency and accuracy of technicians, particularly those new to the environment or specific machinery. The product must be future proof, accommodating different AR technologies and a wide range of machine types.

At its core, the product provides real-time data from machines and IoT devices, enabling technicians to make informed decisions during maintenance and inspection tasks. It provides features such as path-finding assistance to help new technicians navigate large factories or complex environments, ensuring they can quickly locate the machines that require their attention. Using fuzzy logic to provide predictive maintenance helps prevent downtime by identifying machines likely to need servicing before issues arise. Additionally, the product offers access to static information such as manuals, machine statistics, and other relevant documentation, ensuring technicians have all the resources they need.

Important features that add significant value include access to historical data from machines and IoT devices, which provide additional context for maintenance and inspection. The product is capable of handling multiple types of machines using different techniques, making it a versatile tool for technicians working on multiple machines within a company.

In conclusion, this AR product represents a significant step forward in supporting technicians and improving maintenance and inspection processes in industrial settings. By providing real-time and historical data, predictive maintenance, and compatibility with various AR technologies, the project aims to create a more efficient and effective work environment. Futureproofing allows for adaptation to new technologies and machine types as they emerge.

### 3.2. Scope of the project

The project's scope includes developing and implementing a versatile Augmented Reality (AR) product tailored to assist technicians in performing maintenance and inspection tasks on various machinery. It integrates real-time and historical data from machines and IoT devices, implementing a pathfinding feature to aid navigation within large factories. The project will also incorporate a fuzzy logic predictive maintenance system and provide access to essential static information such as manuals and machine statistics. While the initial focus is on core features, the product is also designed to be futureproof.



### 3.3. Essentials for a successful project

To ensure a successful outcome, all project team members must have high commitment. To achieve this, consistent presence during working hours, active meeting participation, and adherence to agreed-upon responsibilities. Equally important is clear communication with the supervisor and an open discussion of challenges, expectations, and progress.

The team creates transparency and accountability throughout the development process by consistently applying the Scrum methodology and tracking progress through tools like GitHub Projects.

It is also essential that the team works within a realistic scope. While the project envisions advanced features like AR glasses and predictive diagnostics, the initial focus must remain on delivering a stable Minimum Viable Product (MVP) using smartphone-based AR. By agreeing on a well-defined MVP and a modular architecture, the team ensures that future expansion remains possible without compromising the initial goal.

### 3.4. Challenges and limitations

Despite its ambitious goals, the project faces several challenges that could impact development and final performance.

With only a limited number of weeks available and a small development team, the scope must remain tightly focused on the MVP because of the technical complexity of integrating multiple advanced components. Prioritizing deliverables and avoiding scope creep will be essential to ensuring a successful and complete prototype. The team should initially focus on implementing the core features in their simplest working form, postponing high-level abstractions or optimization. However, the architecture of the product and implementation should be designed in a way that anticipates future extensions so that more sophisticated capabilities can be added once the core functionality is stable.

### 3.5. Risk analysis

This paragraph lists the potential risks that can occur within this project. For each risk, a measure is described to prevent and/or remedy this. Furthermore, the risks are divided into a risk matrix in which the impact of this risk and the probability of this risk occurring are examined.

#	Risk	Mitigation Measure(s)
01	Group member drops out	Ensure all team members are up to date with project status. Use proper documentation so others can step in.
02	Lack of technical knowledge	Conduct targeted research, ask for help from teammates, or seek guidance from external sources (coach, internet).
03	Miscommunication within the team	Communicate clearly, ask questions when in doubt, and document important decisions.
04	Incorrect assumptions affecting relevance	Always verify key decisions with the product owner or coach before proceeding.
05	Team collaboration breaks down	Maintain transparency, address conflicts early, and set clear agreements and expectations.
06	Laptop or development device failure	Ensure regular backups; have access to shared files and alternative devices if necessary.
07	Planning falls behind	Use realistic planning, keep track of progress in GitHub Projects, and reassign tasks if needed.
08	Scope creep (features added mid-project)	Stick to MVP feature set and evaluate any new ideas only if time allows.
09	Documentation falls behind	Assign documentation responsibilities per sprint and review at sprint end.
10	Misalignment with end user needs	Gather feedback during development where possible or simulate user scenarios internally.

In the risk matrix, the risks are categorized based on the impact and likelihood that these risks have on the well-being of this project.

Impact	4		Risk 5		
	3		Risk 1, Risk 4		
	2		Risk 10	Risk 3, Risk 8	Risk 7
	1			Risk 2, Risk 6	Risk 9
		1	2	3	4
Probability					

## 4. Products and activities

This chapter outlines all the key products that will be delivered during the project and the activities required to develop them. It includes both technical deliverables, such as the AR application and data API, as well as supporting documents like the project plan, test report, and technical design

### 4.1. Product breakdown structure

The product breakdown diagram shows which products are delivered and under which competence they fall.

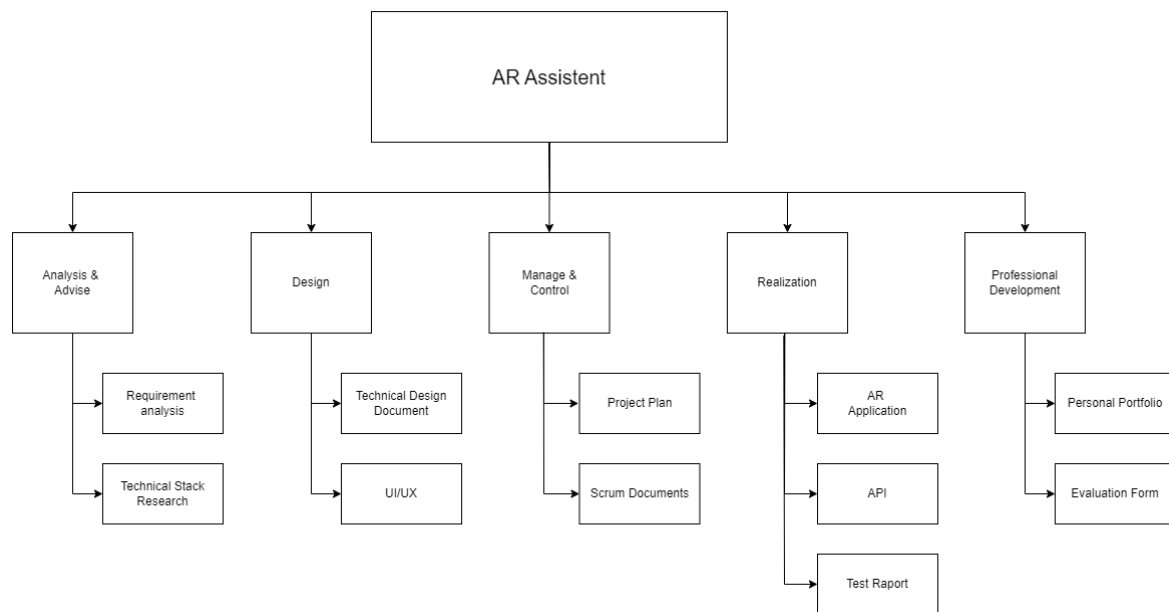


Diagram 4.1: Product Breakdown Diagram

## 4.2. Product descriptions

In this section, the products are described and explained individually. For each product, you can read what is described in it and what the product is delivered for. For each product, a list of acceptance criteria has also been drawn up that the product must meet.

### 4.2.1. Project plan

Product	Project plan
Description	The project plan outlines the structure of the project. It includes the objective, roles, deliverables, planning, and the method of development. It also describes the tools used and the learning goals of each team member.
Activities	<ul style="list-style-type: none"> <li>- Structuring project phases and defining milestones</li> <li>- Assigning roles and responsibilities</li> <li>- Documenting risks and planning approach</li> </ul>
Acceptance Criteria	<ul style="list-style-type: none"> <li>- Contains clear description of the assignment and objectives</li> <li>- Describes all deliverables and timeline</li> <li>- Includes stakeholder roles and responsibilities</li> <li>- Contains a development method and list of tools</li> <li>- Defines learning goals of each team member</li> </ul>

### 4.2.2. Requirement analysis

Product	Requirement analysis
Description	Defines all functional and non-functional requirements the AR Assistant must meet. It ensures clarity for all team members and alignment with the stakeholder's expectations.
Activities	<ul style="list-style-type: none"> <li>- Research and stakeholder interviews</li> <li>- Brainstorming and validation sessions</li> <li>- Writing and reviewing requirement lists</li> </ul>
Acceptance Criteria	<ul style="list-style-type: none"> <li>- Includes validated functional and non-functional requirements</li> <li>- All requirements are traceable to user needs or project goals</li> <li>- Requirements are prioritized and confirmed by the product owner</li> </ul>

### 4.2.3. Test report

Product	Test report
Description	Summarizes all testing efforts, results, and conclusions. It ensures that components meet functionality, performance, and quality standards.
Activities	<ul style="list-style-type: none"> <li>- Defining test cases and expected outcomes</li> <li>- Performing unit, integration, and user tests</li> <li>- Logging issues and resolutions</li> <li>- Documenting test sessions</li> </ul>
Acceptance Criteria	<ul style="list-style-type: none"> <li>- Contains test cases with results</li> <li>- Covers all main functionalities</li> <li>- Issues and fixes clearly described</li> <li>- Final verdict on system stability</li> </ul>

#### 4.2.4. Technical stack research

Product	Technical stack research
Description	A research document evaluating the technologies required for the AR Assistant. Focus areas include AR platforms.
Activities	<ul style="list-style-type: none"> <li>- Evaluating alternatives for AR SDKs and frameworks</li> <li>- Comparing backend technologies</li> <li>- Creating evaluation criteria</li> </ul>
Acceptance Criteria	<ul style="list-style-type: none"> <li>- Compares at least 3 viable AR platforms</li> <li>- Compares at least 3 viable technologies for development</li> <li>- Concludes with a recommended stack for the project</li> <li>- Is validated by the team and aligns with project needs</li> </ul>

#### 4.2.5. Technical design document

Product	Technical design document
Description	Details the architecture, components, technologies, and interactions within the system. It provides a shared technical blueprint and ensures consistency during development.
Activities	<ul style="list-style-type: none"> <li>- Creating system architecture diagrams</li> <li>- Defining API endpoints and data flows</li> <li>- Specifying technology usage</li> <li>- Planning scalability and modularity</li> </ul>
Acceptance Criteria	<ul style="list-style-type: none"> <li>- Includes system overview with diagrams</li> <li>- Documents API specifications and data flows</li> <li>- Details technology stack and scalability plan</li> <li>- Readable and usable by all developers</li> </ul>

#### 4.2.6. AR application

Product	AR application
Description	The core product that runs on AR glasses. Provides technicians with real-time guidance, data overlays, and interactive inspection tools.
Activities	<ul style="list-style-type: none"> <li>- Building AR scenes in Unity (TBD)</li> <li>- Integrating real-time data from API</li> <li>- Designing UX for factory environments</li> </ul>
Acceptance Criteria	<ul style="list-style-type: none"> <li>- Displays live machine data and alerts</li> <li>- Provides navigation and maintenance guidance</li> <li>- Usable in factory setting via AR glasses</li> <li>- Meets the key user stories and requirements</li> </ul>

#### 4.2.7. Data API

Product	Data API
Description	Backend system that provides real-time and historical machine data to the AR app. Includes endpoints for alerts, machine stats, and more.
Activities	<ul style="list-style-type: none"> <li>- Designing API architecture</li> <li>- Connecting to (mocked) machine data sources</li> <li>- Ensuring secure, real-time data exchange</li> <li>- Documenting API endpoints and usage</li> </ul>

<b>Acceptance Criteria</b>	<ul style="list-style-type: none"> <li>- Delivers real-time data to AR application</li> <li>- Well-documented endpoints and request formats</li> <li>- Meets performance and security requirements</li> <li>- Fully tested with simulated input</li> </ul>
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### 4.3. Management products

To ensure structure, transparency, and effective collaboration throughout the project, several management tools and documents are used. These are for planning, tracking progress, and communication among team members and stakeholders. The following Management Products will be delivered:

#### 4.3.1. SCRUM documentation

Product	SCRUM documentation
<b>Description</b>	Documentation of all Scrum-related activities. Includes planning, retrospectives, standups, burndown charts, and team responsibilities.
<b>Activities</b>	<ul style="list-style-type: none"> <li>- Managing sprint planning and retrospectives</li> <li>- Maintaining backlog in GitHub Projects</li> <li>- Weekly progress reporting</li> </ul>
<b>Acceptance Criteria</b>	<ul style="list-style-type: none"> <li>- Standups logged in a shared document</li> <li>- Scrum artifacts (backlog, sprints) up to date</li> <li>- Retrospective reflections documented</li> <li>- Weekly reports sent to coach</li> </ul>

#### 4.3.2. Time registration

Product	Time registration
<b>Description</b>	A time registration file is maintained in which each team member records the number of minutes worked per day, along with short task descriptions. This system provides detailed insight into time usage, helping to evaluate task distribution and individual contributions.
<b>Activities</b>	<ul style="list-style-type: none"> <li>- Logging worked time and task descriptions per team member</li> <li>- Reviewing time logs during retrospectives</li> </ul>
<b>Acceptance Criteria</b>	<ul style="list-style-type: none"> <li>- Logs are updated daily by each team member</li> <li>- Can be reviewed to assess workload distribution and time usage</li> <li>- Supports reflection and planning</li> </ul>

#### 4.3.3. Weekly progress reports

Product	Weekly progress reports
<b>Description</b>	Each week, the team compiles a written report detailing the completed tasks, current progress, challenges, and upcoming work. This report is shared with the coach and serves as a reflective document for the team.
<b>Activities</b>	<ul style="list-style-type: none"> <li>- Gathering updates from all team members</li> <li>- Summarizing weekly achievements and blockers</li> <li>- Outlining the next steps and tasks for the coming week</li> <li>- Sending report to coach</li> </ul>

#### Acceptance Criteria

- Report is written and submitted weekly
- Includes what was done, the current status, and future goals
- Highlights challenges or delays
- Reflects accurate state of the project and promotes team reflection

#### 4.4. Product flow diagram

This section contains a diagram of the product flow that we will adhere to for the project. The diagram describes the products in chronological order.

There are also products that are not shown in the diagram. These are the products that are not dependent on the completion of other products and those products are recursive. For example, the scrum documentation.

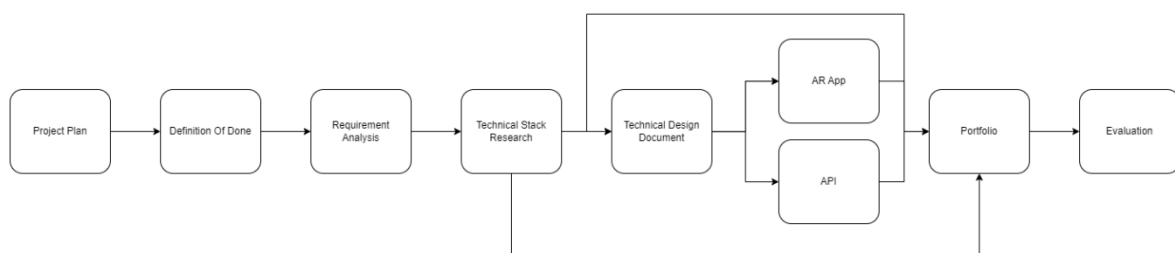


Diagram 4.2: Product Flow Diagram

## 5. Methods and planning

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This chapter outlines the approach we use to structure and execute the project. It includes the chosen development methodology, the tools that support our workflow, the overall planning of the project, and the internal team structure.

### 5.1. Development method

For this project, we are using the Agile methodology, with Scrum as the primary framework. However, we are adapting the standard Scrum approach to better suit the needs and timeline of our project.

Instead of starting directly with development sprints, we begin with a dedicated two-week preparation phase. During this period, we focus on foundational work such as writing the project plan, conducting research, defining requirements, and starting the technical design document. This ensures we enter development with a clear vision.

After the preparation phase, we transition into standard Scrum sprints of two weeks each. In each sprint. At the end of the project, we reserve one final week to polish all documentation, refine the technical design, and fix any remaining minor bugs. This final sprint is not feature-focused but ensures quality and completeness across all deliverables.

The following Scrum elements will be applied:

- **Product Backlog:** A prioritized list of all required features and tasks.
- **Sprint Backlog:** A selection of backlog items planned for the current sprint.
- **Sprints:** Two-week cycles focused on incremental development.
- **Sprint Planning:** Sessions to define sprint goals and select tasks.
- **Daily Standups:** Short check-ins to align and identify blockers.
- **Sprint Review:** Demonstrations of progress and feedback gathering.
- **Sprint Retrospective:** Reflections on team collaboration and process improvements.

This adjusted approach provides us with structure and flexibility. It ensures that both documentation and product development progress steadily while still allowing room to adapt to new insights.

### 5.2. Tools

To ensure smooth collaboration, version control, and efficient development, we use a set of tools that support both the technical and organizational aspects of the project. The following tools are selected:

- **GitHub**  
Used for version control, code collaboration, and repository management. We maintain separate branches for development, features, and bug fixes. GitHub also serves as a backup for all project code.
- **GitHub Projects (Kanban Board)**  
Used to manage tasks, organize the sprint backlog, and track progress. Tasks are moved through different stages (To Do, In Progress, In Review, Done) to visualize the status of the project.



- **JetBrains and Microsoft IDEs**

We use a combination of JetBrains and Microsoft development environments, including Rider, WebStorm, Visual Studio, and Visual Studio Code. These IDEs are selected based on the technologies we use (C#, JavaScript, etc.) and personal preference. Both JetBrains Rider and Microsoft Visual Studio offer strong integration with Unity, making them ideal for AR development.'

- **ChatGPT (GPT-4o)**

Used during the preparation phase for brainstorming, validating technical approaches, and drafting documentation. All output is reviewed and edited by the team to ensure clarity and alignment with project goals.

- **Unity (TBD)**

Unity is currently under consideration as the engine for developing the AR application. Its AR Foundation framework and cross-platform support make it a good choice, but final selection depends on further research.

- **Visual Paradigm & Draw.io**

Used for creating UML diagrams, architectural overviews, and other technical visuals such as the product flow diagram. It ensures consistent system design and documentation.

- **Microsoft Teams**

Our primary communication platform for meetings during remote work. It also serves as a space for file sharing and coach feedback.

- **Microsoft Word & Excel**

Used for writing and organizing all project documentation, time tracking and weekly updates.

These tools help ensure a structured workflow, promote transparency within the team, and support high-quality development and documentation throughout the project.

### 5.3. Communication

Communication within the team takes place via WhatsApp and Microsoft Teams. WhatsApp is used for quick and short messages, while Microsoft Teams is used for scheduling and holding meetings. Communication with stakeholders is done via email.

### 5.4. Document management

All documents are stored in Microsoft Teams, using Word and Excel formats. This way, every team member has access to the latest versions. When documents are delivered, they are exported to PDF.

### 5.5. Document style

We use a shared template for all deliverables. This template is stored in the project's Teams environment so that all group members can work consistently.

## 5.6. Planning

A successful project requires solid planning, which includes multiple aspects, phases, and deadlines.

### 5.6.1. Phases

The project is split into multiple phases: Preparation & research, development, optimization, presentation and finalization.

- **Phase 1: Preparation & research (Week 1-2)**  
The first two weeks are dedicated to laying the groundwork for the project. During this phase, the team sets up the project documentation, finalizes the project plan, and conducts initial research. This includes exploring the necessary technologies, gathering requirements, and aligning them to the project scope. These activities ensure the project begins with a clear vision and a solid foundation.
- **Phase 2: Development (Week 3-6)**  
The development phase spans four weeks and focuses on implementing the project's core features. The team works in agile sprints to build and integrate functionalities such as AR visualization, fuzzy logic for fault detection, real-time data integration, and pathfinding. Regular standups and sprint reviews ensure that progress remains aligned with the project goals.
- **Phase 3: Optimization (Week 7)**  
In this phase, the focus shifts from development to refinement. The team performs system-wide testing, identifies bugs, and fine-tunes the application's performance. This includes optimizing AR interactions, validating fuzzy logic outcomes, and ensuring the navigation and data flows function smoothly in real-world scenarios.
- **Phase 4: Presentation (Week 8)**  
The team prepares for the Winnovation presentation and resolves any remaining bugs. This phase ensures the product is presentation-ready, with all core features for demonstration.
- **Phase 5: Finalization (Week 9)**  
Team members write their personal reflections, finish documentation, and summarize their contributions and learning outcomes. All final deliverables are submitted.

<b>Week</b>	<b>1</b>	<b>2</b>	<b>Holiday</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
<b>Phase</b>											
1: Preparation & research											
2: Development											
3: Optimization											
4: Presentation											
5: Finalization											
<b>Tasks</b>											
Project plan											
D.o.D.											
Requirement analysis											
Technical stack research											
TDD											
AR Application											
API											
Portfolio											

The colors that the table consist of have the following meaning:

<b>Holiday</b>	<b>Soft deadline</b>	<b>Actual Deadline</b>
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## 5.7. Team structure

Several roles have been assigned within the development team. These roles ensure a clear distribution of general tasks such as communication, planning, and coordination. Additionally, this structure ensures that there is always someone ultimately responsible for each area. This approach promotes clarity, accountability, and good organization within the team. The following roles have been assigned:

Role	Name	Description
<b>Product Owner</b>		Maintains the vision of the project, defines priorities, and ensures the project stays aligned with the original proposal and objectives.
<b>Planner / Scrum Master</b>		Responsible for setting up and maintaining the project planning, tracking task progress, and making sure the team stays on schedule.
<b>Communication Lead</b>	Ivan Bark	Handles all communication within the team and with external parties such as the coach. Ensures updates and information flow smoothly.
<b>Team Member</b>		Actively participates in development and supports design and testing tasks. Assists other team members as needed.

The division of roles is as follows:

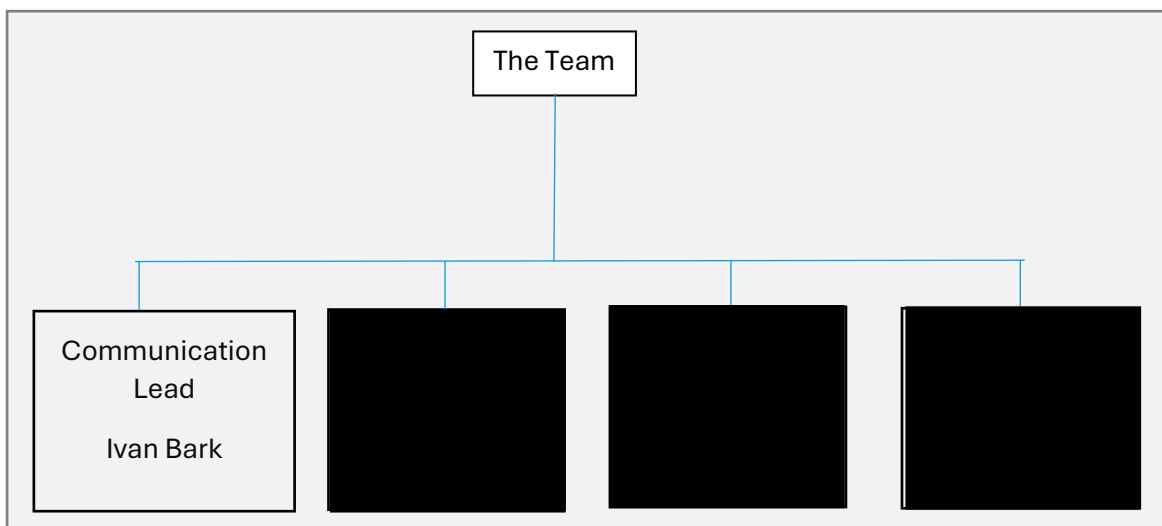


Diagram 5.1: Team Structure Diagram

## 6. Learning objectives

This chapter outlines the personal and technical learning goals of each team member. Each team member has formulated goals that align with their individual development focus and the learning outcomes of the project.

### 6.1. Ivan Bark

#### 6.1.1. Learning objective: Learning AR development with Unity and C#

I've worked with C# before, but not with Unity or AR. This project is a good opportunity to learn how AR works and how to build something useful with it. I want to understand how to use Unity to place elements in 3D space and connect them to live data.

SMART	Description
<b>Specific</b>	I want to learn how to build AR functionality in Unity using C#, including placing 3D elements and linking data.
<b>Measurable</b>	I will contribute to at least one core AR feature in the team prototype that displays real-time machine data.
<b>Achievable</b>	I'll learn by working on the AR parts during sprints, using tutorials, and collaborating with the rest of the team.
<b>Relevant</b>	AR is the focus of this project and something I haven't worked with before.
<b>Time-bound</b>	I want to contribute to a working AR feature by the end of sprint 2.

#### 6.1.2. Learning objective: Applying fuzzy logic in a real-world use case

This project uses fuzzy logic to provide smart maintenance suggestions based on machine data. I've learned the basics in class but haven't applied it in a real system. I want to learn how to design fuzzy input/output rules and implement them to influence what the user sees or is advised.

SMART	Description
<b>Specific</b>	I want to apply fuzzy logic in a real-world use case by building part of the system that handles machine condition evaluation.
<b>Measurable</b>	I will contribute to designing and implementing at least one fuzzy logic system used in the prototype.
<b>Achievable</b>	I'll learn this by researching examples, working with the team on rule design, and testing outputs during development.
<b>Relevant</b>	It's one of the key techniques used in this project and directly linked to AI and decision-making in tech.
<b>Time-bound</b>	I want to have it implemented and working in the system by the end of sprint 3.

## 7. Contact details and agreements

Below are the contact details of our contact people and team members. In addition, further agreements that we have made between ourselves and between us and our coach are described and explained.

### 7.1. Contact people and contact details

Name	Email	Phone number	Role
			Coach

is our coach for this project. During this project Puja will oversee the assignment and our progress. Puja is also available for questions where necessary.

Name	Email	Phone number	Role
<b>Bark, Ivan</b>	s1169347@windesheim.nl	+31 6 51839493	Communication

is the main author of the project proposal and will therefore act as client and product owner during this project.

### 7.2. Agreements

Below is a list of agreements made for this project.

- The team will work at school every Monday through Thursday and are all present, unless otherwise indicated. The teacher will be informed about this.
- The team will work at school a minimum of 3 days per week. In consultation with our supervisor, 1 day per week can be worked from home.
- The team will work 4 days a week from 9:00 to 17:00. Missing or remaining hours are made up in their own time.
- Any impediment to working the weekly hours is communicated to the other group members and, where necessary, discussed with our supervisor. The hours are made up at another time.
- When working from home, the team will stay in touch with each other during the indicated working hours by means of a meeting in Teams.
- Every working day at 9 am there will be a standup, in which we briefly discuss what we have done and what we are going to do. On occasion, our supervisor will attend this standup.