Project Charter

A. General Information

Project Title:	FutureWorks Solutions – An Employability Analytics Application.
Brief Project Description:	To help out an individual who is interested in learning more about various aspects of employability to help in process of making informed decisions about specific job roles.
Prepared By:	Team-13 (Sai Nikhil Reddy Kura ,Venkata Rahul Chinta , Divya Garapati , Thanusha Reddy Elluru , Srividya Chatakondu)
Date:	01/27/2025 **Version:** 1

B. Project Objective:

Explain the specific objectives of the project. For example: What value does this project add to the organization? How does this project align with the strategic priorities of the organization? What results are expected? What are the deliverables? What benefits will be realized? What problems will be resolved?

The Employability Analytics Application will help individuals make better career decisions by analyzing job market trends, skills needed, salaries, and industry growth. It provides tools like interactive career maps, skill assessments, and salary comparisons to guide users effectively. By integrating data from sources like LinkedIn and Glassdoor, it offers personalized recommendations and resources. This project will enhance FutureWorks Solutions reputation, improve service quality, and simplify user career planning. Ultimately, it bridges the gap in the recruitment industry by providing a user-friendly, data-driven platform.

C. Assumptions

List and describe the assumptions made in the decision to charter this project. Please note that all assumptions must be validated to ensure that the project stays on schedule and on budget.

The project makes several key assumptions:

Data Accessibility Assumption: The application assumes that comprehensive data from multiple sources like LinkedIn and Glassdoor can be effectively integrated and analyzed in real-time.

User Interest Assumption: There is an assumption that individuals will find value in a data-driven platform offering career insights, skill assessments, and personalized recommendations.

Technology Feasibility Assumption: The project assumes the technological capability exists to create a sophisticated platform that can transform complex workforce data into actionable, user-friendly insights.

Market Gap Assumption: It is assumed that a significant gap exists in the current recruitment ecosystem for a comprehensive, integrated employability analytics solution.

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Value Proposition Assumption: The project assumes that such an application will enhance FutureWorks Solutions' service quality, improve decision-making processes, and provide tangible value to users seeking career guidance.

D. Project Scope

Describe the scope of the project. The project scope establishes the boundaries of the project. It identifies the limits of the project and defines the deliverables.

This project involves the employability analytics application, envisioned as a one-stop service application, would collect data from various sources such as job postings, professional profiles, salary benchmarks, and industry trends to provide insights into informed career choices. The project will incorporate the creation of interactive features such as career path simulators, skill gap analysis tools, and personalized dashboards to cater to the needs of a wide array of users-from fresh graduates to mid-career professionals. The application will use real-time data to provide current market insights and recommendations that align with the career goals and skill set of the individual.

List any requirements that are specifically excluded from the scope.

Extensive personal career counseling will not be provided through the application.

E. Project Milestones

List the major milestones and deliverables of the project.

Milestones	Deliverables	Date
Project Kickoff and Requirements Gathering	Project Charter, Detailed Requirements Document	Tuesday, Jan 28, 2025
Data Source Identification and Integration Planning	Data Source Catalog, Integration Strategy Document	Thursday, Feb 13, 2025
Data Collection and Storage Infrastructure Setup	Functional Data Collection System, Data Schema	Tuesday, Mar 4, 2025
Data Preprocessing and Filtration Framework	Data Cleaning Algorithms, Filtered Dataset	Thursday, Mar 20, 2025

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Machine Learning Model Development	Initial ML Models, Model Performance Report	Tuesday, Apr 8, 2025
Analytics Dashboard Prototype	Interactive Dashboard Prototype, User Feedback Report	Thursday, Apr 24, 2025
Final System Integration and Testing	Integrated Application, Test Results, User Guide	Thursday, May 8, 2025

F. Impact Statement

List the impact this project may have on existing systems or units.

Potential Impact	Systems / Units Impacted
Improved decision-making using real-time analytics	Recruitment and workforce consultancy systems
Increased user satisfaction through personalized recommendations	Quality development systems
Enhanced service quality	Employability analytics platform
Enhanced operational efficiency	Data processing systems
Better alignment with job market trends and industry needs	Job boards, and career services

G. Roles and Responsibilities

Describe the roles and responsibilities of project team members followed by the names and contact information for those filling the roles. The table below gives some generic descriptions. Modify, overwrite, and add to these examples to accurately describe the roles and responsibilities for this project.

Sponsor: Provides overall direction on the project. Responsibilities include: approve the project charter and plan; secure resources for the project; confirm the project's goals and objectives; keep abreast of major project activities; make decisions on escalated issues; and assist in the resolution of roadblocks.	
Name	**Email / Phone**
Srividya Chatakondu	srividya.chatakondu@slu.edu
Project Manager: Leads in the planning and development of the project; manages the project to scope. Responsibilities include: develop the project plan; identify project deliverables; identify risks and develop risk management plan; direct the project resources (team members); scope control and change management; oversee quality assurance of the project management process; maintain all documentation including the project plan; report and forecast project status; resolve conflicts within the project or between cross-functional teams; ensure that the project's product meets the business objectives; and communicate project status to stakeholders.	
Name	**Email / Phone**

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Venkata Rahul Chinta	venkatarahul.chinta@slu.edu

Team Member: Works toward the deliverables of the project. Responsibilities include: understand the work to be completed; complete research, data gathering, analysis, and documentation as outlined in the project plan; inform the project manager of issues, scope changes, and risk and quality concerns; proactively communicate status; and manage expectations.

Name	Email / Phone
Thanusha Reddy Elluru	thanushareddy.elluru@slu.edu
Divya Garapati	divya.garapati@slu.edu

Customer: The person or department requesting the deliverable. Responsibilities include: partner with the sponsor or project manager to create the Project Charter; partner with the project manager to manage the project including the timeline, work plan, testing, resources, training, and documentation of procedures; work with the project team to identify the technical approach to be used and the deliverables to be furnished at the completion of the project; provide a clear definition of the business objective; sign-off on project deliverables; take ownership of the developed process and software.

Name	Email / Phone
Maria Weber	mariaweber@slu.edu

Subject Matter Expert: Provides expertise on a specific subject. Responsibilities include: maintain up-to-date experience and knowledge on the subject matter; and provide advice on what is critical to the performance of a project task and what is nice-to-know.

Name	Email / Phone
Sai Nikhil Reddy Kura	sainikhilreddy.kura@slu.edu

H. Resources

Identify the initial funding, personnel, and other resources committed to this project by the project sponsor.

Resource	Constraints
Project Budget	$500,00 initial budget allocation with strict budget control and quarterly financial reviews.
Human Capital	5-person core team limited to 40 hours per week with specialized skill requirements.
Mentor Professor Maria Weber	Expert from Saint Louis University with limited availability, specializing in cybersecurity and information systems, providing strategic guidance and academic insights.

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Data Access APIs	Job market data APIs from sources like LinkedIn, Glassdoor, and job data platforms, subject to usage quotas, licensing costs, and data integration challenges.
Technological Infrastructure	Cloud-based computing platform (AWS/Google Cloud) with scalability limitations, requiring robust data security and compliance measures.

I. Project Risks

Identify the high-level project risks and the strategies to mitigate them.

Risks	Mitigation Strategy
Data Privacy Concerns	Collect sensitive information on any individual only where this is highly relevant and necessary. Data anonymization techniques should be utilized such that the analytics derived cannot be traced back to specific users. This way, all risks of breaches in personal data will be eliminated.
Over-Reliance on Unreliable Third-party Data Sources	Make agreements with data providers, including provisions concerning accuracy and timeliness. Transfer the risk of inaccuracy in data to external providers by contractual obligations that enforce standards and provide for penalties in case of data issues.
Poor User Engagement	The design of the application interface should be highly customizable and interactive, considering research into user behavior. Regularly update features based on user feedback, which reduces the risk of user disengagement by continuously adapting to user needs.
Project Delays	Some delay causes, like changes in technological standards or unexpected market developments, cannot be controlled. In that case, the company should prime the stakeholders for any potential delays and shift the focus from meeting strict timelines to quality and compliance. This approach accepts the risk of delay but mitigates its negative impact by managing stakeholder expectations.

J. Success Measurements

Identify metric and target you are trying to achieve as a result of this project. For example, overall cost savings of $50K or reduce processing time by 25 percent.

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The success metrics for the Employability Analytics Application (FutureWorks Solutions) are focused on achieving measurable outcomes that align with the project's objectives of enhancing employability through data-driven insights and tools. Key metrics include reducing the time required for users to make informed career decisions by 25%, increasing user engagement with the platform's interactive features (such as career path simulators and skill gap analyses) by at least 30% over six months, and ensuring a 20% improvement in users' employability scores based on pre- and post-engagement evaluations. Additionally, the project aims to reduce the cost of accessing employability insights for users by at least 15% compared to traditional consultancy services, while achieving a user satisfaction rate of 90% or higher based on feedback surveys. These targets will

K. Signatures

The signatures of the people below document approval of the formal Project Charter. The project manager is empowered by this charter to proceed with the project as outlined in the charter.

Customer:		
Name	**Signature**	**Date**
Project Sponsors:		
Name	**Signature**	**Date**
Project Manager:		
Name	**Signature**	**Date**