

Laporan Tugas Project Charter

Mata Kuliah: Manajemen Proyek

Dosen pengampu : Bapak Andhik Ampuh Yunanto S.Kom., M.Kom



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3 D3 Teknik Informatika B

**PROGRAM STUDI D3 TEKNIK INFORMATIKA
POLITEKNIK ELEKTRONIKA NEGERI SURABAYA**

2023 / 2024

ISBN Book Publishing Management System P3M PENS Website's Project Charter

Project Name	ISBN Book Publishing Management System P3M PENS		
Project Sponsor	<ul style="list-style-type: none"> - Dr. Selvia Ferdiana Kusuma, M.Kom. (Lecturer) - Wiratmoko Yuwono, ST., MT (Lecturer) - Ira Prasetyaningrum, S.Si, MT (Lecturer) 	Project Manager	Dr. Selvia Ferdiana Kusuma, M.Kom. (Lecturer)
Date of Project Approval	March 10, 2025	Last Revision Date	March 20, 2025
Project Description	Developing an integrated website to support the ISBN book publishing process of author lecturers and managing information from the publication, including lecturer profiles and publications. This project aims to increase the visibility of lecturer publishing and facilitate publishing services with other stakeholders.		
Scope	<ul style="list-style-type: none"> - Create lecturer profile pages and associated book publishing - Create Dashboard for 3 role (Admin, Lecturer, and Publisher) - Provide a create proposal (including registration and announcements). - Include a simple timeline for the transparency. 		
Business Case	<ul style="list-style-type: none"> - Improve efficiency in manage book publishing - Enable lecturer and publisher to easily communicate each other - Increase the number of book publishing in P3M PENS 		

	- Support the university’s performance targets in research and community service.		
Constraints (In project plan)	Time	Must be completed within 4 months (aligned with the semester schedule).	
	Resources	The team consists of 2 front end developer, 2 back end developer, and 1 UI/UX designer.	
	Budget	Limited, focused on core features and hosting on the campus server.	
	IT Standards	Must comply with PENS’s data security and infrastructure policies.	
Project Deliverables	<ul style="list-style-type: none">- An integrated website featuring lecturer profiles, book publishing, and a communication with publisher.- Technical documentation and user guides for the website.- Brief training sessions for lecturers and the IT team on using and maintaining the platform.- Post-deployment review and documentation of improvements.		
Benefits (measurable results)	KPI	Baseline	Goal
	Monthly website visits	300	1000
		2	5

	Number of book publishing		
	Lecturer satisfaction level (scale 1-5)	3	4
	Number of newly recorded publishing in the system (per semester)	5	10
Steering Commitee	Vice Director of Research & Community Service	Project Team	4x Student developers
	Representative from Campus IT Department		
	Head of Research Group (Senior Lecturer)		
Key Stakeholders	Name	Success Criteria	
	PENS Lecturers	Use the website to managae book publishing	
	Students	Easily find books and relevant seminar schedules.	

	Industry/Institution Partners	Able to establish research collaborations with lecturers through clear, accessible info.
	PENS IT Team	System is stable, integrated with campus infrastructure, and easy to maintain.
Risks	No team members have comprehensive experience in developing a website. Hence, short training or technical guidance is required prior to starting the project.	