

Project Charter

CS4800.02 – Circle App

Updated 5/13/2023 - Version (1.0)

Project Name	Circle Mental Health App
Executive Sponsor	Hussain Zaidi
Project Manager	Cameron Larsen
Primary Stakeholder(s)	Application Users
Project Description / Statement of Work	
Develop a mobile application that helps monitor and track users' mental health. Users of the application should be able to connect their Apple health data to allow monitoring of physical health as well as mark apps for usage history tracking. Users will connect to a circle of trusted friends that will be contacted when mental health hits certain thresholds. Users will take monthly health surveys that will inform their mental health status.	
Business Case / Statement of Need <i>(Why is this project important now?)</i>	
We currently lack longitudinal, personalized data surrounding mental health and stigma prevents us from building community resilience around preventative mental health. Circle App aims to redefine and better track mental health trends through proxy variables, strengthen one's own community networks, and enable timely preventative mental health care.	
Customers	Customer Needs / Requirements
Application Users	Functional Mobile Application
Project Definition	
Project Goals	Build a mobile application with a cloud based backend (AWS). Backend will include a serverless web API and database. User sign-up and login provided via cloud. Users should be able to utilize the functionality as described above.
Project Scope	iOS only application supported by a Java Spring REST API deployed to AWS Lambda invoked by an AWS API Gateway. API will be connected to a DynamoDB database.
Project Deliverables	Source code for backend system. Documentation from each team member, including this charter, that outlines use cases, project architecture, class and entity relations, and test cases and results. Build and deployment instructions and release notes.
Project Constraints / Risks <i>(Elements that may restrict a project, project team, or project action)</i>	
Team member availability is the primary constraint. Limited team member knowledge on cloud platforms is an additional constraint.	
Implementation Plan / Milestones <i>(Due dates and durations)</i>	
Three sprints will be conducted to develop the backend system. Each sprint will last about 4 weeks, starting from week 3 of this semester lasting until finals week (May 15, 2023). Sprint 1 will last from February 6, 2023 until March 4, 2023. Sprint 2 lasts from March 5, 2023 until April 1, 2023. Sprint 3 lasts from April 2, 2023 until April 29, 2023 and finally Sprint 4 lasts from April 30, 2023 until the end of the semester May 19, 2023.	
Communication Plan <i>(What needs to be communicated? When is communication needed? To who? How?)</i>	
Communication within the team is handled primarily via two places. The first is KanBan Flow, a web based kanban board. Here all tasks will be assigned to team members and once completed will be moved to the sprint in which it was completed. With this method all information about what is being assigned and completed can be tracked. The second method is via Discord. Discord is an online chat platform which will allow for greater discussion about the project and allow team members to discuss the project in broader	

terms. Here team meetings about what is expected to be completed will take place. A secondary source for communication will be GitHub. GitHub is an online hosting platform for Git repositories and is where the source code will be hosted. Here team members will be able to review commits and discuss issues if necessary.

Change Management / Issue Management *(How decisions will be made? How changes will be made?)*

All project decisions will be made by consensus, with a majority of team members needed to make any major decisions, such as changing platform, programming language, breaking changes, etc. Smaller decisions such as implementation details will be left up to individual team members. Decisions that will affect another team member will be discussed with the PM first.

Project Team Roles and Responsibilities

Team members	Roles	Responsibilities
Cameron Larsen	Project Manager (PM)	Team management, coordination, and communications. Project and work planning. Assisting team members where needed.
Michael Phu	Developer (Dev)	Lead developer responsible for coding tasks as well as technical and design spec.
Dylan Reed	Developer (Dev)	Responsible for assisting lead developer with coding tasks and documentation.
Gregorious Avip	Business Analyst (BA)	Requirements gathering and functional requirements specification.
Scott Lee	Quality Assurance (QA)	Application testing and documentation.

Stakeholder Roles and Responsibilities

Stakeholders	Roles	Responsibilities
Team members	See above	See above

Sign-off

Sponsor : _____ **Date:** _____

(Name)