

Project Charter – Blueberry Pi

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This document is the project charter for a product to be developed by **Everybyte – Blueberry Pi**. The market name for our product will be identified during development. Until then, the working name for our project is:

DalTAMS (Dalhousie TA Management System)

This charter has four sections:

- a. Description of the product
 - User needs (written as customer statements)
 - Ways the product will meet customer needs
 - The functionality of the product
 - The value of the product to the customer
- b. Target outcome for the project to design and develop the product
- c. Project schedule to meet the target
- d. Risks of the project and measures to mitigate the risks

SECTION A - DESCRIPTION OF THE PRODUCT

1. **Our product is designed to meet the following user needs:** (NOTE: These are to be written as customer statements, e.g. completing sentences such as these: "I want to be able to..." Or "I would like to have a way to..." Or "I hope this product will help me..." Provide at least FOUR statements written in the voice of a customer.)
 - *I would like to have a system to simplify the process of applying for TA jobs*
 - *I want to be able to evaluate and keep a record of the TAs performance*
 - *I hope this product will help me find the right TA for the right course*
 - *I want to be able to automate the process of hour submission for TAs*
2. **Our product will satisfy the customer needs stated above in these ways:** (NOTE: Provide at least THREE ways the product will meet the user needs listed above)
 - *We will create a website with user-friendly interface for both students applying for TAs and professors hiring TA by having a simplified model of myCareer.*
 - *TAs will be tracked once hired and tags will be used to identify their strengths so that our system can conduct auto-recommendation about best suited TA for a certain course. Database will be used to store these information.*
 - *We will have a feedback system to evaluate the TAs and show their reviews, with comprehensive parameters.*
3. **Our product will function using:** (NOTE: Provide at least two sentences describing how the product will work)
 - *Students can login or register into the system, information will be imported from Dal database and merged to generate a profile for students. Students can then apply to a job from the list of jobs by uploading their resume, cover letter.*
 - *Professor can login and post jobs, track applications and evaluate TAs using the feedback system.*

4. **The value provided to the user will be:** (NOTE: Provide one statement that describes the value of the product to the customer)
- *Making the TA application and hiring process simple and time efficient.*

SECTION B – TARGET OUTCOME

Our team has approximately 240 person hours for this project (five people x 12 hours/week x four weeks). By the end of this period, our objective is to provide a *minimum viable product* (NOTE pick from one of (a) fully functioning deliverable, (b) a minimum viable product, (c) a working prototype, or (d) a proof-of-concept.)

For greater clarity about this target outcome, the following items will be in the scope of this project: (NOTE: include two to three items considered "in scope")

- *Documentation for user values, features and UI design*
- *Database implementation with PHP*
- *Functioning website using Bootstrap*

For greater clarity about this target outcome, the following items will be out of the scope of this project:

(NOTE: include two to three items considered to be "out-of-scope")

- *Mobile application version*
- *Integration with Dal system for the import and export of student data as well as login verification*
- *The system is bounded in the local host when using a server*

SECTION C – PROJECT SCHEDULE

Our planned work schedule is broken down as follows:

(NOTE: Include tasks to be completed and dependencies where they exist. Enter schedule below or on a separate document. If using a separate document, include either a link to the document, make it a separate tab above, or attach a PDF in the **General** channel for this team. When submitting the Product Charter make sure the project schedule is include in the submission.)

- We have working sessions 3 hours everyday and a 30 mins check-in sessions every two days.
- Week 1: In depth discussion on user value and app features, with documentation
- Week 2: Wireframing the UI using Bootstrap templates
- Week 3: Making sure that at least one or two features are fully functioning
- Week 4: Wrapping things up and preparing for presentation

SECTION D – PROJECT RISKS

We identify the following items as risks that could occur in reaching our target outcome in the time available. We show the likelihood for each risk on a scale of 1-5 ("1" = lowest risk, "5" = highest risk). We also show measures we have planned in the event each of these risks occur. (NOTE: Describe three to four in the format indicated)

- *We need PHP to connect Database to our system and we have one person who knows PHP - 2.5 - We make separate webpages for different user view*
- *We are unable to complete the feature for the minimum viable product - 3.5 - We go back saying that we are making a prototype or we subdivide the task in the feature and set a minimum goal. If the features has 10 different sub features, we make sure that at least the major sub features are working fine.*
- *We might not get time to tests the features - 4.5 - break down the testing phase into checkpoints and reaching the minimum goal.*
- *Importing information from Dal system - 4 - create another credential database to store user's data because the product mainly get data from Dal credentials database, but it is hard to have Dal share database with us.*

The following group members contributed to this charter:

- *Zhaohe – all sections (it was a collaborative discussion)*
- *Abdullah – all sections (it was a collaborative discussion)*
- *Howard – all sections (it was a collaborative discussion)*
- *Nhat – all sections (it was a collaborative discussion)*
- *Surya – all sections (it was a collaborative discussion)*

(Note: Work on this document can be divided amongst five group members as follows:)

1. *Section A - Surya Kotcharlakota and Zhaohe He*
2. *Section A - #2 + #3 – (name)*
3. *Section B – (name)*
4. *Section C – (name)*
5. *Section D – (name)*