

# Dwaak



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**Phase 1:            Project charter**

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With your team, you will work together to develop a project charter “Project Proposal”. The best charters will clearly describe the required elements, so reduce the “filler information” and go only into enough detail to be understood. You have to use a project charter template illustrated below that includes the following elements:

1. Problem statement.
2. Project description.
3. Project objectives.
4. Project Scope, Constraints, Assumptions if any.
5. Project estimated budget.
6. Project estimated time.
7. Major project milestones.
8. Project Stakeholders (role, name, email, position).

The medicines delivery site is a site that provides the ability to deliver medicines easily, in a fast time and at a good price, and allows you to choose between many pharmacies and also you can communicate with the pharmacist, delivery and track the order while you are at home and is available 24 hours to ensure the customer provides excellent and comfortable service



## Project Charter:

**Project title: Dwaak**

**Project Start Date:** 10/29/2021

**Project Finish Date:** 29/4/2021

### Problem Statement:

When the customer goes out to buy medicines that he cannot find in one pharmacy, so he is forced to search in more than one pharmacy, and this causes the user to waste time.

### Description:

It's about a medicine delivery application is a application that provides the ability to deliver medicines easily, in a fast time and at a good price, and allows you to choose between many pharmacies and also you can communicate with the pharmacist, delivery and track the order while you are at home and is available 24 hours to ensure the customer provides excellent and comfortable service.

### Objectives:

- Deliver medicines easily and fast time.
- Allows you to choose between many pharmacies.
- Communicate with the pharmacist.
- Offering necessary supplies and tools for drivers.
- User friendly application.

### Project Scope, Constraints, Assumptions:

To cover all of Saudi Arabia with our service.

24/7 deliveries and customer service.

The application should be able to help people in need at shortest time possible.

### Project Estimated Budget:

350,000.00 - 500,000.00 SAR

### Project Estimated Time:

4 - 6 Months



### Major project milestones:

Project approval from Ministry of Health by 29/11/2021

Finish Design by 29/2/2022

Finish Launching application by 29/4/2022

### Project Stakeholders

Name	Role	Contact information	Position
Mohammed Alharbi	CEO	mohammedh@hotmail.com	Founder
Abdullah bin Saeed	CIO	abdullahs@hotmail.com	Co-Founder
Khaled AlDhurgham	Project Manager	khaledd@hotmail.com	Plan and execute project
Naif Ahmed	VP. human resource	naifa@hotmail.com	Provide staff, preview and hires drivers
Saudi Financial Investment Company	Investor	<a href="tel:0114642225">011 464 2225</a>	Provide financial solution

Sign-Off: (signatures of all the above stakeholders)



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**Phase 2: Project Activity Planning**

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Depending on the Phase 1, develop a partial plan that is including:

1. **Scope statement.** (Define the project boundaries by listing all items that are included in the scope of this project). **[See table 3-9, Page 102 in your textbook]**
2. Make the task list as Work breakdown structure (WBS) in MS. Project.

Note: try to use Project Management Process Groups and Knowledge Areas



## 1. Scope statement:

**Project name:** Dwaak

**Project summary:**

*It's about a medicine delivery application is a application that provides the ability to deliver medicines easily, in a fast time and at a good price, and allows you to choose between many pharmacies and also you can communicate with the pharmacist, delivery and track the order while you are at home and is available 24 hours to ensure the customer provides excellent and comfortable service.*

**Product Characteristics:**

- *Dwaak is a software application.*
- *It will provide a medicine delivery.*
- *Security for a safe payment.*
- *Availability the app will be available 24/7.*

**Project Boundaries:**

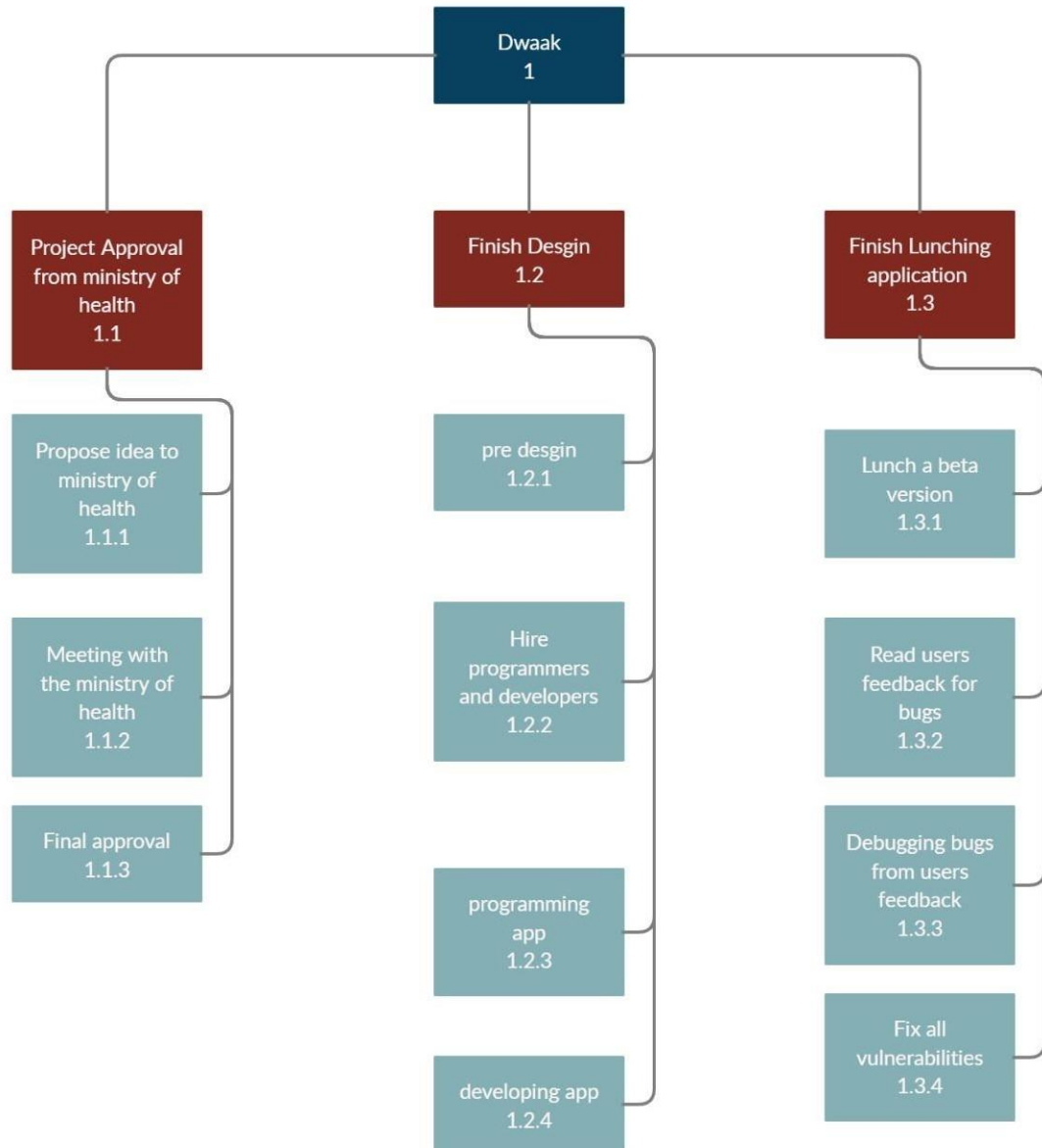
*We focus on building an app to deliver medical products As fast as possible, not selling them and store them.*

**Project Deliverables:**

- *Project charter.*
- *Prototype.*
- *Project report.*
- *Customer service.*

	WE	i	Task Name	Duration	Start	Finish	WBS
1	1		▸ Dwaak	131 days	Fri 10/29/21	Fri 4/29/22	1
2	1.1		▸ Project approval from ministry of health	22 days	Fri 10/29/21	Mon 11/29/21	1.1
3	1.1.1		Propose idea to ministry of health	7 days	Wed 10/28/20	Thu 11/5/20	1.1.1
4	1.1.2		Meeting with the ministry of health	7 days	Fri 10/29/21	Mon 11/8/21	1.1.2
5	1.1.3		Final approval	8 days	Tue 11/9/21	Thu 11/18/21	1.1.3
6	1.2		▸ Finish Desgin	65 days	Tue 11/30/21	Mon 2/28/22	1.2
7	1.2.1		pre desgin	3 days	Tue 11/30/21	Thu 12/2/21	1.2.1
8	1.2.2		Hire programmers and developers	10 days	Fri 12/3/21	Thu 12/16/21	1.2.2
9	1.2.3		programming app	26 days	Fri 12/17/21	Fri 1/21/22	1.2.3
10	1.2.4		developing app	26 days	Mon 1/24/22	Mon 2/28/22	1.2.4
11	1.3		▸ Finish Launching application	43 days	Tue 3/1/22	Thu 4/28/22	1.3
12	1.3.1		Launch a beta version	10 days	Tue 3/1/22	Mon 3/14/22	1.3.1
13	1.3.2		Read users feedback for bugs	10 days	Tue 3/15/22	Mon 3/28/22	1.3.2
14	1.3.3		debugging bugs from users feedback	23 days	Tue 3/29/22	Thu 4/28/22	1.3.3
15	1.3.4		Fix all vulnerabilities	10 days	Tue 3/1/22	Mon 3/14/22	1.3.4

## 2. WBS





### Phase 3: Project Activity Scheduling

Base on your WBS; Draw a Gantt chart with resource spread sheet by using MS ROJECT and include the following requirements:

[ Insert print screens for all requirements]

1- Define the milestones (follow the guidelines for defining the milestones).

- Insert print screen that shows milestones on timeline into your project document.



#### Major project milestones:

**Project approval from Ministry of Health by 29/11/2021**

**Finish Design by 29/2/2022**

**Finish Launching application by 29/4/2022**

2- Define expected duration in 2021 and start/stop dates of each task.

	WE		Task Name	Duration	Start	Finish	WBS	Resource Names	Add New Column
1	1		Dwaak	129 days	Fri 10/29/21	Fri 4/29/22	1		
2	1.1		Project approval from ministry of health	20 days	Fri 10/29/21	Mon 11/29/21	1.1	Abdullah bin saeed	
3	1.1.1		Propose idea to ministry of health	7 days	Fri 10/29/21	Mon 11/8/21	1.1.1	Khaled AlDhurgham	
4	1.1.2		Meeting with the ministry of health	7 days	Fri 11/5/21	Mon 11/15/21	1.1.2	Mohammed Alharbi	
5	1.1.3		Final approval	8 days	Tue 11/16/21	Mon 11/29/21	1.1.3	Naif Alzahrani	
6	1.2		Finish Desgin	65 days	Tue 11/30/21	Mon 2/28/22	1.2	Ali khaled	
7	1.2.1		pre desgin	3 days	Tue 11/30/21	Thu 12/2/21	1.2.1	Abdullah bin saeed	
8	1.2.2		Hire programmers and developers	10 days	Fri 12/3/21	Thu 12/16/21	1.2.2	Khaled AlDhurgham	
9	1.2.3		programming app	26 days	Fri 12/17/21	Fri 1/21/22	1.2.3	Mohammed Alharb	
10	1.2.4		developing app	26 days	Mon 1/24/22	Mon 2/28/22	1.2.4	Naif Alzahrani	
11	1.3		Finish Launching application	43 days	Thu 3/1/22	Thu 4/28/22	1.3	Mohammed Alharbi	
12	1.3.1		Launch a beta version	10 days	Tue 3/1/22	Mon 3/14/22	1.3.1	Khaled AlDhurgham	
13	1.3.2		Read users feedback for bugs	10 days	Tue 3/15/22	Mon 3/28/22	1.3.2	Abdullah bin saeed	
14	1.3.3		debugging bugs from users feedback	23 days	Tue 3/29/22	Thu 4/28/22	1.3.3	Naif Alzahrani	
15	1.3.4		Fix all vulnerabilities	10 days	Tue 3/1/22	Mon 3/14/22	1.3.4	Ali khaled	



### 3- Create a working time exception in the project calendar.

Change Working Time

For calendar: Standard (Project Calendar) Create New Calendar ...

Calendar 'Standard' is a base calendar.

Legend:

- Working
- Nonworking
- 31 Edited working hours
- On this calendar:
- 31 Exception day
- 31 Nondefault work week

Click on a day to see its working times: Working times for November 22, 2021:

- 8:00 AM to 12:00 PM
- 1:00 PM to 5:00 PM

Based on: Default work week on calendar 'Standard'.

Exceptions Work Weeks

	Name	Start	Finish
1	Break	11/25/2021	11/27/2021

Help Options... OK Cancel

### 4- Create task relationships by linking the tasks.

- Insert print screen that shows Gantt chart view after linking the tasks.





5- Enter estimated cost for the WBS, and then **determine** how much the project will cost.

	Task Name	Fixed Cost	Fixed Cost Accrual	Total Cost	Baseline	Variance	Actual	Remainir	Add New Column
1	▲ Dwaak	\$0.00	Prorated	\$95,360.00	\$0.00	\$95,360.00	\$0.00	\$95,360.00	
2	▲ Project approval fi	\$0.00	Prorated	\$16,080.00	\$0.00	\$16,080.00	\$0.00	\$16,080.00	
3	Propose idea to	\$0.00	Prorated	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$2,800.00	
4	Meeting with th	\$0.00	Prorated	\$2,240.00	\$0.00	\$2,240.00	\$0.00	\$2,240.00	
5	Final approval	\$0.00	Prorated	\$3,840.00	\$0.00	\$3,840.00	\$0.00	\$3,840.00	
6	▲ Finish Desgin	\$0.00	Prorated	\$44,080.00	\$0.00	\$44,080.00	\$0.00	\$44,080.00	
7	pre desgin	\$0.00	Prorated	\$1,080.00	\$0.00	\$1,080.00	\$0.00	\$1,080.00	
8	Hire programme	\$0.00	Prorated	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	
9	programming a	\$0.00	Prorated	\$8,320.00	\$0.00	\$8,320.00	\$0.00	\$8,320.00	
10	developing app	\$0.00	Prorated	\$12,480.00	\$0.00	\$12,480.00	\$0.00	\$12,480.00	
11	▲ Finish Launching a	\$0.00	Prorated	\$35,200.00	\$0.00	\$35,200.00	\$0.00	\$35,200.00	
12	Launch a beta v	\$0.00	Prorated	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	
13	Read users feec	\$0.00	Prorated	\$3,600.00	\$0.00	\$3,600.00	\$0.00	\$3,600.00	
14	debugging bugs	\$0.00	Prorated	\$11,040.00	\$0.00	\$11,040.00	\$0.00	\$11,040.00	
15	Fix all vulnerab	\$0.00	Prorated	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$2,800.00	

6- Use the produce the **cost baseline** for the proposed project.

	Task Name	Baseline Dur.	Baseline Start	Baseline Finish	Baseline Work	Baseline Cost	Add New Column
1	▲ Dwaak	129 days	Fri 10/29/21	Fri 4/29/22	2,144 hrs	\$95,360.00	
2	▲ Project approval from ministry of	20 days	Fri 10/29/21	Mon 11/29/21	336 hrs	\$16,080.00	
3	Propose idea to ministry of	7 days	Fri 10/29/21	Mon 11/8/21	56 hrs	\$2,800.00	
4	Meeting with the ministry of	7 days	Fri 11/5/21	Mon 11/15/21	56 hrs	\$2,240.00	
5	Final approval	8 days	Tue 11/16/21	Mon 11/29/21	64 hrs	\$3,840.00	
6	▲ Finish Desgin	65 days	Tue 11/30/21	Mon 2/28/22	1,040 hrs	\$44,080.00	
7	pre desgin	3 days	Tue 11/30/21	Thu 12/2/21	24 hrs	\$1,080.00	
8	Hire programmers	10 days	Fri 12/3/21	Thu 12/16/21	80 hrs	\$4,000.00	
9	programming a	26 days	Fri 12/17/21	Fri 1/21/22	208 hrs	\$8,320.00	
10	developing app	26 days	Mon 1/24/22	Mon 2/28/22	208 hrs	\$12,480.00	
11	▲ Finish Launching application	43 days	Tue 3/1/22	Thu 4/28/22	768 hrs	\$35,200.00	
12	Launch a beta v	10 days	Tue 3/1/22	Mon 3/14/22	80 hrs	\$4,000.00	
13	Read users feedback for	10 days	Tue 3/15/22	Mon 3/28/22	80 hrs	\$3,600.00	
14	debugging bugs from	23 days	Tue 3/29/22	Thu 4/28/22	184 hrs	\$11,040.00	
15	Fix all vulnerab	10 days	Tue 3/1/22	Mon 3/14/22	80 hrs	\$2,800.00	



## 7- Define the Project Timeline.



Submit the two files: (project document (PDF or docx for phase 1 to 3 using project template cover page) and (mpp – Microsoft project file)