Project Charter – College Management Portal

1. Project Overview

The College Management Portal is a basic web-based application aimed to help manage the day-to-day academic and administrative activities of a college. It includes features like student registration, fee tracking, Examination results and faculty details, making it easier for users to handle tasks online.

2. Project Objectives

- To build a simple and centralized system to manage student data, faculty data, examination results, and fee payments data.
- To make it easier for students, faculty, and admin staff to access and update information.
- To reduce manual paperwork and basic errors by using a digital platform.

3. Project Scope

This project will include designing and developing a web application with main features such as student registration, fee collection, faculty data and grade records. The system will be accessible by students, faculty, and admin staff.

4. Major Deliverables

- Requirements Document
- Work Breakdown Structure
- Functional Web Application
- Test Plan and Results
- User Guide (basic instructions)

5. Key Stakeholders

- Mentor/Faculty Guide
- Myself (as project lead and developer)
- Any friends/team members (if working in a team)
- Target Users: Students, Teachers, and Admin

6. Important Dates (Milestones)

- Planning Completed: Aug 1, 2025
- Requirements Finalized: Aug 5, 2025
- Development Begins: Aug 10, 2025
- Testing Starts: Sep 10, 2025
- Final Demo: Oct 1, 2025