

Project Charter

<< FIFA-Tournament Party >>

Project Charter			
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1 Introduction / Management Summary

A FIFA-Tournament Party is a big party with snacks, drinks music and a FIFA tournament. The idea is to sell tickets before hand and organize the a in-game team auction to raise money for the equipment and staff. Of course the participants who pay the most will have an advantage in the tournament but it is not only about determining who the best gamer is but first of all about having fun together after the long corona lockdown.

2 Goal of the project (S,Q,T,B)

The main purpose of this project is to plan every detail of a FIFA tournament party. While the tournament is played on video consoles, other guests can celebrate with snacks, drinks and music. The expected work time is from March 1st until 16th. If possible the quality will be increased once the plan is complete and some time and budget is remaining.

2.1 Background information

After working for EA in 2019 where a lot of FIFA tournaments were carried out, the idea of throwing an own FIFA party started to develop. This party should allow every personality type to have a fun night either gaming, dancing or talking. Since not everyone will enjoy a simple party, the aspect of gaming was added to attract more guests.

3 Project Scope (S)

Within this project planning phase a private party with ticket sales is developed. Selling tickets will help evaluate the available budget and necessary food and drink stock.

3.1 Project definition

The purpose of this project is intensively discussing and planning a FIFA tournament together with a party. The idea is to bring together a lot of different people and let everyone have fun. The party is financed by ticket sales, tournament add-ons and a pre tournaments teams auction. Every participant will be offered to join the auction for the best teams in FIFA. With the revenue of the tickets and auction the drinks, food, DJ and staff will be paid.

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3.2 Project scope and exclusions

On high level the following aspects will be impacted by the << FIFA-Tournament Party >> project:

Architecture aspect	Involved entities
Organization	Location, Guests, Host
Information	FIFA-Tournament Party
System	Ticket Sales

Not in Scope:

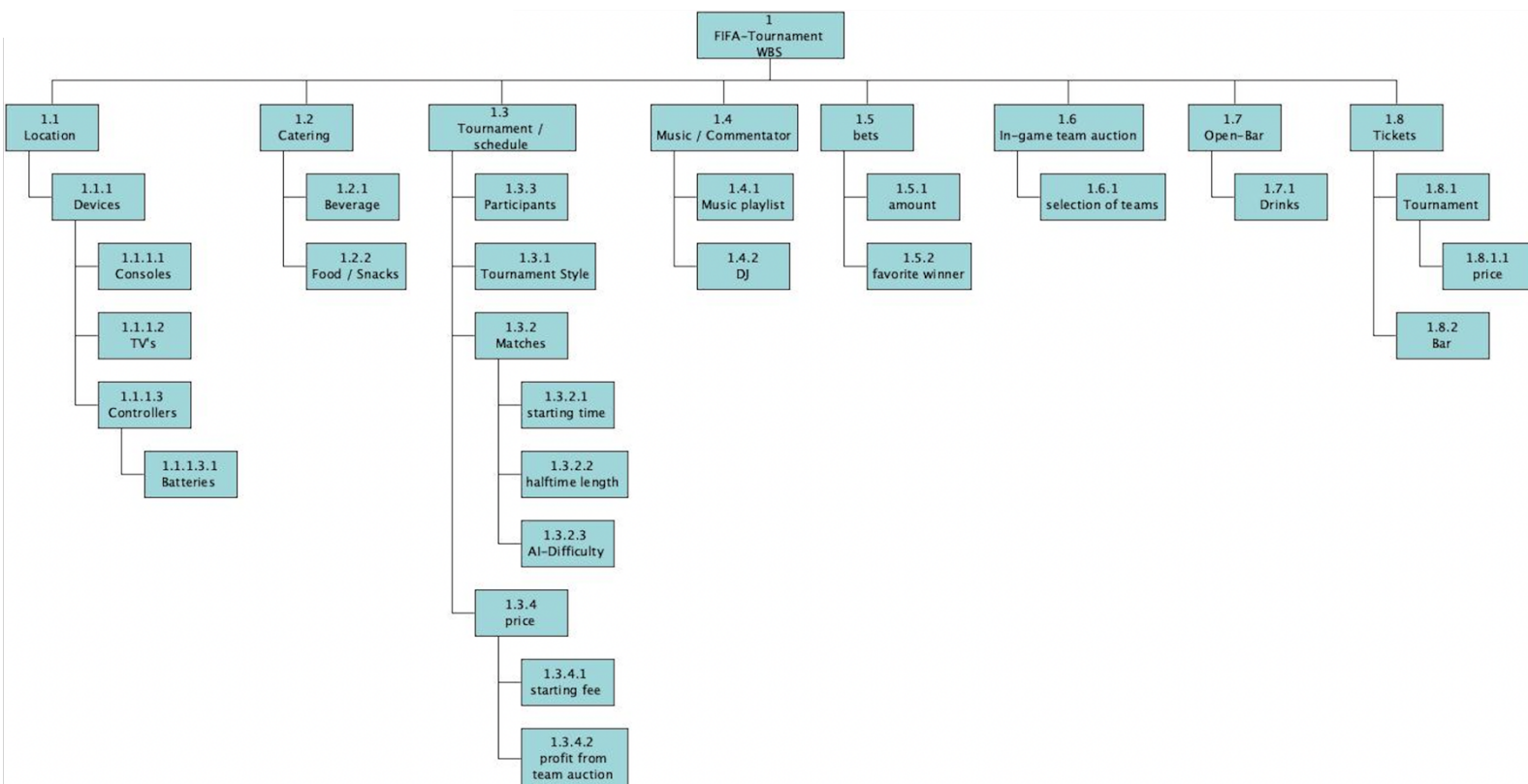
- Journey to location and back

3.3 Relations & interfaces

Below the main external relations and interfaces the << FIFA-Tournament Party >> project has to take into account:

- Location limitations
- Tournament style is a 1v1
- Limited amount of consoles will be provided.
- Max 3 games running in one moment

3.4 Products and Services to be delivered



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4 Approach (S,Q,T,B)

Starting with the party planning and the organization of entertainment and food as best as possible the FIFA tournament preparations start. About 2 weeks are planned for the 1st phase. Simultaneously the ticket sales will have started to allow the party planner to calculate a realistic budget. With this financials the perfect location, electronics, and staff will be booked. In the case of any unexpected events or delays the quality standards or time frame must be flexible. Especially the COVID restrictions are a big thread for the project. This project is planned as a one time event and no follow ups.

5 Quality (Q)

5.1 Customer quality expectations

These statements describe when the project and its effects afterwards will be considered successful by the demanding customer:

- Enough food and drinks are ordered
- The demand for the tickets is high
- Everyone is having a fun night

5.2 Acceptance criteria

The criteria listed here will be applied to the end product by the project steering cie. at the end of the project to decide on project closure. The tolerances described in the business case section must be considered in this decision to determine the bandwidth for a positive outcome.

- FIFA matches can be played
- Tournament schedule exists
- Music is playing and food and drink are available at least until 10 pm
- Staff is hired and making the guests happy

5.3 Pre-requisites & Constraints

The following items form either a start condition at the start of the project or boundary conditions that must be met during the project.

- Project deliverables must be complete before construction starts.
- All basic functionality must be discussed before the party takes place.

6 Time and effort (T)

Based on the initial impact analyses and current COVID-restrictions, the following estimates were derived on lead time and required effort to achieve the project goals:

Project phase	Lead time (start-end)	Business effort (days)	IT effort (days)
planning	March 1 st – May 1 st	20	-
construction	May 20 th – 22 nd	1	1
Final touches	May 23 rd	0.5	0.5

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7 Outline Business Case (B)

7.1 Alignment with corporate strategy

As quoted above the main business drivers for the FIFA tournament party are:

1. Getting many different personalities together
2. Offering activities for everyone can enjoy

Benefits

1. Better overview of income and expenses with ticket sales ...
2. Complete knowledge of the expected guests because of the ticket sales
3. Other benefits that are not easily expressed in money are
 - o Offering a fun activity for everyone

Costs The costs are grouped in these categories:

1. Planning project costs (see section 6)
2. Realization costs

7.2 Project Tolerances

During its course a project is monitored and managed to stay within the Scope-Quality-Time-Budget quadrant (SQT€-quadrant). Preliminary measurable definitions and their tolerances for Scope, Quality, Time and Budget are given in this document. Once a detailed planning is worked out as part of the Project Initiation Document (PID) the final tolerances will be described. As soon as it becomes clear that one of the tolerances is going to be exceeded the Steering Committee will be involved.

8 Risks and assumptions (R)

During the investigation for this Project Charter several risks were mentioned:

- o COVID rules changing / not allowing gatherings
- o Electric issues
- o Controller batteries die too early
- o FIFA update required
- o To run out of drinks or food

9 Organization (O)

Initial resourcing of project:

- o Project St. Cie Jonas Brockmüller
- o Executive/Project Owner Jonas Brockmüller
- o User The guests
- o Supplier EA, Sony, Jonas Brockmüller
- o Project Manager: Jonas Brockmüller

Involved people:

- o Clients: the guests
- o End users: the guests