**CMIS-4900-400**

**Fall 2025**

**Team 2 Charter**

**Project Name:**

Production Information Database

**Abstract:**

The database will store row and column tabular data for part numbers that are received as work orders for the shop to produce. Data stored in record format will include part number, customer id & name, date received & due, quantity, operator id & name, job id & name, and the process description. The data will be migrated to a MySQL database, where users will interact with the database through a front-end interface created with Microsoft Forms, and data will be transported and interacted with utilizing a back end programmed in C#. The project will help current managers at Kiczan Manufacturing to identify if work orders are currently in process, inspect job volume through date ranges, operator, and department, and identify if work orders are on schedule or behind. Critical success factors will be met when user story requirements are completed, allowing users to easily navigate through the user interface to query, input, delete, and edit data stored within the database as needed.

**Anticipated Completion:**

The currently anticipated completion date of a fully planned, implemented, and deployed information system solution is early May of 2026.

**Approved Budgets:**

Because the information system will be developed using free resources and existing hardware can be used to host required software for the technology stack, the budget for the project is zero dollars and has no cost.

**Hardware Requirements:**

The front-end will be a Windows Forms Application (.NET Framework), deployed to four Windows terminals representing the departments, with a backend in C#, and a database in MySQL to be installed on a Windows Server OS already onsite.

**Success Criteria**:

Upon Project completion, 100% tracked work orders across all four departments to show full implementation of the project. A search query time of less than ten seconds would be ideal for the project to be considered 100% done before the stretch goals of dashboards to perform analytics on their business operations.

**Governance & Decision Rights:**

The project will follow a clear governance structure to ensure accountability and alignment with organizational priorities. The Vice President of Kiczan Manufacturing will serve as the project sponsor and has the authority to approve or deny any scope changes. The Project Liaison will oversee all technical decisions, with input from the project team as needed. Weekly or bi-weekly demonstrations will be conducted to review progress, validate functionality, and gather feedback from stakeholders. Any requested changes will be documented, logged, and evaluated for impact on schedule and scope before approval.

**Deliverables & Gates:**

Project delivery will be structured into the following phases with defined gates:

* Gate 1: Development of the database model, migration of existing data, and CRUD functionality for one department.
* Gate 2: Implementation of advanced search and filtering features, report generation, and rollout across all four departments.
* Gate 3: System hardening, including database backup and auditing, as well as development of simple training materials such as a user guide for long-term system use.

Progress through each gate is subject to sponsor approval to ensure the system meets requirements and remains aligned with business needs.

**Assumptions & Budget Rationalization:**

The project assumes that all necessary hardware and infrastructure are already in place, including four Windows terminals and an onsite Windows Server capable of hosting the MySQL database. It is further assumed that all required software tools (MySQL Community Edition, Visual Studio Community, and Windows Forms .NET framework) are available at no cost. Because of these conditions, the project is set to operate with a budget of $0, relying exclusively on free open source resources and existing company hardware. No additional licenses, third-party libraries, or new hires are required.

**Stakeholders**

The following stakeholders have been identified relative to the project:

* Vice President (Sponsor): Provides project approval and scope oversight.
* Department Managers (Primary Users): Responsible for entering and querying work order data at their respective terminals.
* Shop Operators (Indirect Users): Data originators whose work order activities are tracked in the system.
* IT Staff: Provides support for system deployment, database backup, and security policy enforcement.
* Project Team: Responsible for design, development, testing, and delivery of the system.

**Project Team:**

Daniel Puharic

Elian Garcia

Justin Kisner

Josh Stanczyk

**Stake Holder Signatures:**

Bud Bradley (VP of Kizcan Manufacturing)

Daniel Puharic (Project Team)

Elian Garcia (Project Team)

Justin Kisner (Project Team)

Josh Stanczyk (Project Team)

Bill Margie (Machine Shop Department Manager)

Brandon Copeland (Laser Operator)

Matt Snyder (Water Jet Operator)

Jennifer Briggs (Shipping Department Manager)

George Dearth (Quality Control Department Manager)