Project Charter

**Project Title**: T.A. Solutions

**Project Start Date: 2/5/2020** **Projected Finish Date:** April 20th

**Budget Information: N/A**

**Project Manager:** Brian Blondet, Blondebr@kean.edu

**Project Objectives:**

* check-in/check-out logs
* Session History
* Tutor schedules/subjects
* **Analytics (Tutor & Admin)**
  + **Day to Day workload**
  + **Staff Availability**
  + **Growth Prediction**
  + **Predicted Workload**
  + **Tutor Time-in Track**
* Tutor Profiles
  + Internal rating system (admin view only)
  + Networking (linked in/github)
  + Tutor personal schedule

**Main Project Success Criteria:**

Create a tool that makes analytics and tracking of mentors/mentees easier for the administrator and professors.

The mobile/web app is useful for code samurai

**Approach:**

Create mobile app and web with separate portals for tutors, students, and Administrators.

Agile sprint development process with weekly meetings to discuss progress

Admin will have access to administrative functions and analytics on browser.

**Roles and Responsibilities**

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| --- | --- | --- | --- |
| **Role** | **Name** | **Secondary Role** | **Contact Information** |
| Project Manager | Brian Blondet | System Engineer |  |
| Tester | Andy | System Architect |  |
| Web Developer | Kyle | Analytics |  |
| Mobile Developer | Robert | Analytics |  |
| Database Admin | Matt | Back-end Developer |  |
| Tester | Chris | Web Developer |  |

**Sign-off:** (Signatures of all above stakeholders. Can sign by their names in table above.)

**Comments:** (Handwritten or typed comments from above stakeholders, if applicable)