**HOPE VTI SYSTEM**

Business case/ project charter

House Of Plenty Vocational Training Institute needs to digitize its current system and automate some activities to streamline its work flow in every department.

The convenient solution realized is a web-application that will address the above.

Goal: Develop and deploy a fully functional web-application aligning with the stakeholder's requirement.

**OBJECTIVES**

1. Business objective

-Streamline administrative processes

-Host the web-app (avail it to everyone)

1. Project objectives

-collect requirements

-design and develop the web-app

-deploy and maintain it

1. Product objectives

-Display college information such as calendar of events, success stories, news and marks

-students registration

-Record, store, retrieve and print documents

-Incorporate library department

**SCOPE**

In-scope: User portals (interface), Records/ information / news/ stories database, Testing and maintenance.

Out-of-scope: communication inside the system, Integration.

**STAKEHOLDERS**

Project sponsor: HVTI Directors

Developer: Daniel

Project manager: Muchemi Waweru

Key users: administration, students

**HIGH-LEVEL TIMELINE**

Initiation: 3rd June 2024.

Development: 10th June - 5th July 2024.

Testing: 8th July - 10th July 2024.

Launch: November 15th July 2024.

**CONSTRAINTS**

- Timeline

- Scope

**BENEFITS**

- Electronic back up for the physical records

- Easier editing, storage, retrieval and archive of information

- Remote access to library catalog, school calendar and news

- showcase the college world widely

**RISK ASSESMENT**

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| **Risk ID** |  | **Risk description** | **Category** | **Impact** | | | **Mitigation**  **plan** | **Contingency**  **plan** | |
| 1 |  | Data Security breach in the system | Technical | | High | Implement best practice | | | Implement immediate security patches |
| 2 |  | User acceptance and adoption of the system | Operational | | High | Thorough user requirement elicitation | | | Provide ongoing support and additional training |
| 3 |  | Failure to meet deadline | Schedule | | Low | SMART planning and strict timeline control | | | Extend the deadline accordingly |