Project Charter

Project Title: Cleckhuddersfax E-Convenient Store
Project Sponsor: The British College, Thapathali, Kathmandu
Project Manager: Rohit Pandey Sir
Team Leader: Swastika Adhikari
Date amended: 2020-06-10
Project Customer: Citizens of Cleckhuddersfax

Version Control

Version	Date	Summary of changes
1	2020-02-23	Initial project All the vital things have been done for future scope.
2	2020-06-10	Duration and estimated budget have been updated. Gmail is added as a collaboration tool and one drive is removed.

Project Justification

A group of traders of Cleckhuddersfax are intending to build up an internet business site i.e. ecommerce website. The business website is being created to help and inspire local traders to compete against the larger supermarket and convenience stores. Their aim is to provide an advantage to the trader with a new emerging technology which appears to be useful for both trader and customer. They are planning to provide a great chance to customers to order and purchase things in a relatively brief period of time from the ease of their comfort zone. This ecommerce platform incorporates all five traders: butchers, greengrocer, fishmonger, bakery and delicatessen within the Cleckhuddersfax area in UK. This ecommerce platform provides an ideal space for all types of traders to show the best of their self on the internet to grab the attention of their target customers and beat the heated competition. This platform helps the local trader to grow as well as benefit the client in the certain area. The website helps to promote the local tradition of area as well as help the local traders to compete against the bigger business like supermarket and stores without losing their valuable times for their family and friends. This website has three interfaces. One for customer, one for traders and one for management (admin). An admin login can access any of trader accounts. Every five trades have different login credentials which help them to access their database. Trader can also view every day report and update the details of their trader account. Trader will be provided with weekly finance report of all the orders that are delivered only. This website will have cart functionality where customer will get an option to add favourite products to cart. The payment method is a PayPal which is convenience and more secure way to pay online. The site will assist the customer to shop easily without worrying about running out of products. They don't need to physically move around and waste valuable time to buy one specific product. This ecommerce website provides convenience to buy goods or services without causing any physical restrictions to the costumers and even helps to save money as well as precious time.

Project Scope

Objectives
- Attract local people who cannot shop during a normal opening hour to order and purchase things in a brief period of time.
- Help the local traders to compete against the bigger business without losing their family time.
- Promote the local tradition of area.
- Introduce the customers to high quality limited as well as unique products and fresh goods.
- Expand trade by adding more traders within a group.
- Three days a week to collect the products ordered.
- Provide a wonderful opportunity to customers to browse and buy products from the ease of the comfort zone.
- Eliminate the travel time and cost for customers.
- Create simple user interface to understand by all types of user, trader and accessible through web interface and most popular browsers.

Customer Interface
1. Select the products from 5 traders in the initial phase.
2. Sort the products by shop or by product type.
3. Capture the heritage of the Cleckhuddersfax area.
4. Interface viewable on all major browsers and will be compatible in both mobile and desktop view.
5. A cart function that can hold the products from all the traders.
6. Registration system in order to place an order.
7. Login system in order to access their basket/cart by customers.
8. Review and update customer account details.
9. Confirm the changes made in customer registration and account update through the emails that they used for registration.
10. Pick up the orders in three slots in three different days i.e. 10-13, 13-16, 16-19 in the days Wednesday, Thursday and Friday.
11. Place the orders 24 hours before the desired pickup time and day.
12. PayPal function for the payment.

Trader Interface
1. Manage product and information.
2. Able to add, delete and update product through trader account. When a Trader adds a product, the product will have a Unique ID, Short Name, Description, Item Price, Min Order, Max Order, allergy Information which must be added by the Trader.
3. Login the Database using trader account that shows the reports of the available stock and report of orders.
4. Unique login Credentials of every trader which shows their details only.
5. Admin login that can access the whole system.

Management Interface
1. Dashboard that has a range of daily and periodic reports.
2. Daily report on the orders placed that contain the products and quantities which has been ordered and also shows which delivery slots are used.
3. Weekly finance report which shows the number of products that is sold along with the

payment for the last 7 days which will only include the orders that have been delivered.
4. Access all of the traders accounts.
5. Monthly report of the product sales which can be sorted alphabetically; total numbers of orders per products or total income per product

Major Deliverables
1. E-Commerce website with customer, trader and management interface.
2. Management interface connected with database.
3. Registration system to place an order by customer.
4. Single basket to add products from different traders.
5. Login system to access the cart.
6. Website supporting a maximum of ten shops for initial pilot project.
7. Traders' interface that allows add/delete/update products on their corresponding shops.
8. Responsive design viewable on mobile as well as desktop devices and viewable on the most popular browsers.
9. User-friendly navigation of products by shop or product type for customers.
10. An admin login for management interface that can access any of the trader accounts.
11. A maximum of 20 orders per slot for 3 collection slots 10:00-13:00, 13:00-16:00, 16:00-19:00 on Wednesdays, Thursdays and Fridays which must be at least 24 hours after placing the order.
12. PayPal is used for online payment which is secure.

Duration

Initial prototype Presentation - 2020-03-24
Deployment for testing - 2020-06-18

Estimated Budget

Hours per day per person: 3 − 4 hours
Hours per week per person: 18 − 24 hours
Team of 5 members
Hence the total hours till 16th week: 18*5*16 = 1440 hours   max: 24* 5* 16 = 1920 hours

Roles and Responsibilities

Name	Role
Prasanna Shrestha	Resource Investigator / Shaper / Team Worker
Sakriya Bajracharya	Complete Finisher / Specialist / Co-ordinator
Sujan Pariyar	Monitor Evaluator / Co-ordinator/ Shaper
Swastika Adhikari	Implementer / Resource Investigator / Specialist
Utsav Sapkota	Plant / Team Worker / Monitor Evaluator

Communication and Collaboration Tools

- Communication - As a team we will be communicating using slack. The workplace of slack allows us to organize communications and share information, files and more all in one place.

It also have most powerful feature i.e. integration with third party services. The integration we will use to share our files with our team members is GitHub. Using GitHub it is easier to collaborate with team members so we will be using it as a repository.

- Team Meetings - Face-to-face meeting with team members will be held twice a week i.e. every Monday and Thursday at 8:40 am. Face-to-face meetings allow for clearer communication and often end up being more positive and more credible than online conversations.
- Documentation – Gmail will be used to share the documentations generated on the project.
- Project Tracking – Trello will be used to track the progress of the project.