## Business Drivers ( Problem / Opportunity statement)

* What are the key business goals that this project is intended to achieve and what time frame should they be achieved at?
  + Commpeteter open down the road, loosing customers,
  + Cost, most staff are answerring
* What are the specific business drivers that are motivating this project?
  + A

## Objectives

* What are the objectives that are expected from this project and its completion.
  + Dive 5% rev in new sales a year, $3000 extra
  + Staff redeployment into tech based position, within a year
  + 10% reduc in phone calls, cost benefit. Year
  + Cust net satisfaction index increase by 10%. Year

## Constraints

* What is the total budget for the project.
* What is the total time given to the project
* How many people will be working on the project in total

1. Completion date: end of semester
2. Resources: ITWorks resources, 8hr per week
3. Tech: must be using open source, no budget for software
4. Can not be over budget

## Project Phases Schedule

Initiation phase DD/MM/YY – DD/MM/YY

Planning phase DD/MM/YY – 22/09/2023

Execution phase 16/10/2023 – DD/MM/YY

Closeout phase DD/MM/YY – 1/12/2023

What dates are recommended for each phase?

## Indicative Project Budget

**Jobs**

* Who are the recommended team members to be working on this project?
* Will each be working every week of each phase? What is their roster/total weeks to look like?
* What is the pay for each of the members?
  + 8hr per week, 6 weeks
  + $50 an hour irrespective
  + $400 a week, $6400
  + Software

**Resources**

* What resources will be used in the project and what is their individual cost?
* What is the expected quantity to be used of each resource?

What roles should be used in the project and what tasks will they be completing?

|  |  |
| --- | --- |
| Project Role | Project Tasks |
| Database Administrator |  |
| Programmer |  |
| Web Developer |  |
|  |  |
|  |  |
|  |  |

## Risk

What risks are expected to occur during project development?

* What risks are most associated with this project?
  + - Over schedule/budget
    - Sudden absences
    - Expectations too high
    - Teams not performing
    - Unexpected scope changes
    - Needs to expect project and sign off.

Which are expected to be the most impactful, which do we need to focus on to minimise?

What needs to be done prior to delivery?